

Notes from May 9, 2023 Transition Sooke Steering Committee Meeting

Members Present: Alan (chair), Jo, Susan B, Lily(notes). Regrets: Paula

1. Welcome to the meeting. Indigenous land acknowledgement. Social Circle
2. We reviewed notes from previous steering committee on April 5, 2023. No changes to the notes.
3. Actions still pending from previous meeting:
 - a. *Alan* will meet with Susan B and Paula for a training session on best practices for writing press releases and doing publicity for Transition Sooke
 - b. *Paula* will ask Carol Mallett to see if she is willing to post information and stories on Transition Sooke's Facebook account.
 - c. *Alan* to pull together guidelines for Transition Sooke Facebook posting
 - d. *Alan* will talk to Gord about his interest in facilitating Transition Sooke meetings.
 - e. Ask *Susan C* about follow-up to our spring forum (thank-yous, checking in with discussion group leaders on how they're doing.) *Paula* and *Jo* indicated their interest in getting involved in the next forum.
4. Social Marketing Outreach Committee. Susan reported on the outcome of the first meeting of the committee. The committee has not met since then.
5. Earthday. *Jo* reported on the successful Transition Sooke table at District of will give the report to Transition Sooke's meeting on Wed.
6. Zero Waste Sooke. Zero Waste Sooke has received two grants for Clean-up Day: one from the CRD and one from the District of Sooke Community Grant. Unfortunately, the Sooke News Mirror ad on Zero Waste Sooke's clean-up day did not include any mention of Transition Sooke. Wendy O'Connor sent her apologies (they were scrambling to get the ad to the newspaper on time). Alan will send Zero Waste Sooke our digital logo, which can be used in future ads.
7. Communications Policy: We want to ensure that Transition Sooke is properly acknowledged for all the work that we do, including activities and projects organized by our committees and teams. This is especially important to include on promotional materials (such as ads and press releases). The policy would include information on logo placements, branding for products produced by Transition Sooke, and matters concerning intellectual property. *Alan* will draft.

8. EMCS Art Contest: The judging team (Gord, Paula, and Lily) decided not to award any prizes this year, due to the low number and unexceptional quality of submissions received. All 11 posters came from students from a Grade 10 science class as part of their class assignment to create a poster to illustrate what they had learned about climate change. Of the posters created, only 11 felt comfortable in submitting their posters to the contest. We decided that we would not award any prizes for the submissions received; rather we would thank the students for their efforts by providing \$100 for pizza for a class party. The science teacher reported that the students were very happy with the pizza. The remaining \$300 of the \$400 in prize money for the Art Contest will be set aside for next year's contest.
9. Lunch and Learn. We discussed the plans being made for the Lunch and Learn organized by Patrick Gauley Gale's Eco Academy class at EMCS.
10. Financial Reports for April and May. Lily explained the mistake she made in the April financial statement. Both April and May statements will be brought to the Wed. Transition Sooke meeting for acceptance.
11. Transition Sooke Voting Delegate to the WE-CAN's AGM. Alan, who will be presenting a short slide show on Transition Sooke during WE-CAN's AGM, has agreed to carry Transition Sooke's vote at the meeting. We will ask our members to ratify Alan's role at the Wed. Transition Sooke meeting.
12. Steering Committee report to the monthly meeting. We divided up the responsibility for giving reports/updates on various items to the Transition Sooke meeting.

Meeting adjourned.