

NBCFA Food & Economic Development Meeting
1-16 @ 5:30
Fatto Americano, New Brunswick

Introductions

- Present:

Following up from last meeting:

- Notes on information from Commercial Kitchen incubators
 - Insurance: Kitchen needs to be insured with some pretty wide protection it seems like. Here's an example
<https://www.fliprogram.com/commercial-kitchen-insurance#owners> Vendors should really just make sure to have general liability insurance and vehicle insurance if they're a food truck
 - Vendors should probably be ServSafe certified or at least planning to attend one
 - Vendors need a Health Department Licence
 - Vendors have to be incorporated as a Sole/General Proprietorship or an LLC
 - Any church that rents their kitchen to a for-profit business must pay income taxes on the income from that rental
 - 10 things you should know before starting a food business in NJ
<https://www.thehudsonkitchen.com/10-steps-to-starting-a-food-business-in-new-jersey>
 - Churches with active kitchens or who anticipate taking on a lot of renters should really consider either hiring if possible or utilizing a volunteer (or maybe EP can justify expanding the kitchen coordinator position we're considering here to be the coordinator for incubators in this network as well?)
 - Churches should incorporate administrative and operational costs into their fees
 - **Action Items**
 - Checking out other leads...
 - Unity Square
 - Erio - L will send A contact info
 - Putting together one-pager for Feeding New Brunswick Network
 - ICNA Relief (Pantry in Franklin)
- Follow up from Friends of the Mercado Meeting
 - Next Mercado project team meeting: 1/25 @ 4 at Fatto Americano
 - Interest from Friends of the Mercado to move to an independent entity
 - Next steps
 - Research different models
 - Insurance costs
 - A will find out more in the following week after touching base with Elijah's Promise insurers
 - Timeline

- Present options to FotM in 2019 and have a structure in place by end of calendar year and identify costs

Case studies & Notes

- **Mercado Central, MN**
 - A will check in with Neighborhood Development Center over the next two months and report back on what they say about the MC
- **City Seed**
- *Location:* New Haven, CT
 - *Overview:* Seek to strengthen local food system thru economic development, community development, and sustainable agriculture. Similar to EP in that food is the touchstone for a diverse spread of programming and goals.
 - *Highlights:*
 - Founded New Haven's Food Policy Council (but their website is a little defunct...)
 - Mobile market in the summers that sets up shop in food deserts
 - Commercial Kitchen space w/ several programs including Sanctuary Program, which feeds into the Kitchen Food Business Incubator.
 - They operate one of the only year round farmers markets in the state!
 - *Sanctuary Kitchen/Business Incubator:*
 - Sanctuary Kitchen (SK) hosts cooking classes, supper clubs, dinner/discussions, and catering business led by immigrants and refugees who have resettled in CT along with facilitators, and CitySeed staff. The Food Business Accelerator is open to Sanctuary Kitchen chefs who want to start a formal business.
 - SK has "**collaborators**" including public libraries, university groups, a bookstore, and refugee/immigrant alliance groups. These collaborators share in-kind resources like printing, venues, transport, as well as financial sponsorship, professional development for the cooks, etc.
 - **Volunteers** play a crucial role in SK as interpreters for all of the events, plus food prep, set up/breakdown, at events.
 - *[Food Business Accelerator:](#)*
 - The aim of the Food Business Accelerator is to remove barriers to food entrepreneurship across the state of Connecticut through training, network-building, and access to resources. We work to create economic opportunity for all, increase leadership by people-of-color and immigrant food entrepreneurs, and strengthen our local food system by linking rising food entrepreneurs and farmers. We are seeking food entrepreneurs who have recently launched or are working toward launching a food business (such as a food truck, catering company, or food product line).
 - People in the program receive funding, a mentor, free spot at the farmers market to vend, free hours of commercial kitchen space, 10 week workshop series on entrepreneurship and legal requirements.

- The program also includes childcare, transportation, and interpretation services as needed.
- **Hands on Hartford**
 - Similar to EP in that they provide a lot of direct relief. Food, Housing, and Health are primary areas of work. They also have a Faces of Homelessness speakers bureau.
 - Highlights:
 - They have a catering program similar to EP.
 - They operate a cafe at their community center that provides jobs to people with employment barriers, uses volunteers, and has flexible pricing model. Sounds a lot like Better World Cafe.
 - HOH doesn't have its own incubator food business program, but they partner with [Legal Food Hub](#) to offer their commercial kitchen to groups and individuals on renting basis.
 - **Legal Food Hub** is pro-bono services for food entrepreneurs navigating the sludge of patents and trademarks, drafting contracts, membership agreements for a co-op (!!!!), and they offer workshops about the regulatory side of small business. Eligible recipients are either a) farmers, b) food entrepreneurs c) org w social justice/food justice mission
- [See this article](#) about the opening of more co-cooking spaces in CT. It name drops a few orgs that we should contact because it sounds like they have the meat and potatoes of these contracts.
 - A will sum this article up for next meeting

Leads to look into by next meeting:

- Green worker cooperative
- Sustainable economies law center
- Workers co-op academy
- [Food Truck Legal Toolkit for City of Boston](#) (and [here is a flowchart](#) of how Boston permitting works) — Even though this applies to food trucks and to the city of Boston, it has some useful information regarding common issues among new food businesses, including employment law, health and zoning permits, trademarks, etc.
- [A Legal Guide for Community Kitchens in Massachusetts](#) — Again, even though this applies to Massachusetts, you may find this guide especially useful in thinking about the relationship between Elijah's Promise and the food entrepreneurs who use its kitchen.
- [Chicago Shared Kitchen Guidebook](#) — You may also find this of value regarding your shared kitchen space.
- [Rutgers Community and Transactional Lawyering Clinic](#), which provides legal services to New Jersey nonprofit corporations and start-up for-profit businesses.

Action Items/Next steps:

- Engage Feeding New Brunswick Network after looking over legal guides for shared kitchen spaces
 - A&J contact Marc to facilitate
- Profile more case studies on cooperative models
- Engage law centers to find more info out about incorporation & structure
- Create toolkit/FAQs for faith based institutions (after Feb)
- Follow up with Nick M on getting Bonners @ F&ED

Follow up with USDA team

- Check in if we actually need a classroom
- Confirm the time needed per focus group
- Check in if it's preferable to knock out 4 focus groups