

Macomb Food Co-op Board Meeting Minutes

June 10, 2019

Present: Dusty Berg, Jeanne Nehls, Rose Elam, Ann Knowles, Margaret Ovitt

Guests: Larissa Berg, Brian Davies

TOPIC/ACTION	NOTES	ACTION ITEMS
Call to order at 6:22 pm	Chair Dusty Berg called the meeting to order	
Members Comments		
Next work session	Monday, June 24, Dusty's office; 5:15 pm	Topic: Response from membership letter Topic: Review Employee Handbook Topic: July 20 Summer Music Festival
Board's Personal Check-in		
Review & Approve Agenda	Letter to membership added	
May 13, 2019 Board Meeting minutes	Minutes approved as presented	
Report: Market Manager	Dusty read Andrew's written Market Report. Report accepted.	Margaret will check into renewal of her food handling license as well as the cost of Andrew getting his, hopefully prior to our Summer Music Festival.
Report: Producer Committee	No report. There is a concern about shortage of LFM foods due to wet weather.	
Report: Events Committee	Dusty reported that permits have been obtained for the Summer Music Festival.	Dusty will get volunteers Dusty will find out if event insurance is needed. Ann will check with meat producers
Report: Finance Committee	Margaret reported the end of May bank balance of \$8,124.79. Sean Park will be doing the Co-op bookkeeping. Brian Davies & Jim Boyd will be setting up Quickbooks so at the beginning of our fiscal year (July 1) we can enter transactions in Quickbook. Andrew will be trained in Quickbook entries. \$6,200 was transferred from the store's existing credit card to a zero percent interest credit card. Discussion regarding Amber Patrick's Silent Auction item and how to handle it.	
Report: Membership Committee	No report	
Report: Store Committee	No report	Parking stripes and store signage projects ongoing
Report: Communication	Tim will be working with Clare on the Communication Committee. A Board member should be the one to ask Clare to send the LFM Invite to Shop. Jeanne D. will be asked to be Clare's point of contact re: LFM.	Dusty will extend an invitation to Clare to send out the LFM Invite to Shop on Fridays. Jeanne N. will take over the texting program when she returns from vacation. Margaret will check with Citizens Bank to see if we still have \$500 available for advertising. A banner would be nice to get for our Summer Music Festival.

Report: Letter to Membership	A draft letter to be sent to all Co-op members, introducing Andrew, prepared by Margaret & Clare, had been reviewed by some, but not all Board members.	Jeanne will send out the letter to the Board with some suggested edits with the intent that the letter be sent out by Friday.
Report: Crystal's volunteerism	Discussion on how to thank Crystal for her continued volunteerism	
Board Business: Focus Group		John Gruidle will present Focus Group information at our July 8 Board meeting
Board Business: Employee Handbook	The Board will review the document that Tim and Jeanne prepared prior to the next Work Session.	Discuss at June 24 Work Session
Review Old Action Items/ Review New Action Items	Reviewed old Action Items	Rose will email the new Action Items to Board members following the meeting
Meeting Adjourned at 7:32 pm		
Upcoming Events	<p>June 24 – Work Session, Dusty's, 5:15 pm</p> <p>July 8 - Board Meeting @ City Hall</p> <p>July 10 – Sitka Salmon event</p> <p>July 20 – Summer Music Festival (date change)</p> <p>August 21 – Sitka Salmon event</p> <p>September 19 – Farm to Fork Dinner</p> <p>October 2 – Sitka Salmon event</p> <p>October - Farm tour?</p>	