

**Macomb Food Co-op Board Meeting Minutes  
July 8, 2019**

Present: Dusty Berg, Jeanne Nehls, Rose Elam, Tim Mealiff, Maureen Wallen, Margaret Ovitt  
Guests: John Gruidl, Innocent Asevameh, Brian Davies, Larissa Berg

TOPIC/ACTION	NOTES	ACTION ITEMS
Call to order at 6:20 pm	Chair Dusty Berg called the meeting to order	
Members Comments	Brian Davies signed in as a guest and asked to speak during the fiscal portion of the meeting.	
Next work session	Monday, July 22, Dusty's office; 5:15 pm	Topic: Andrew's replacement Topic: Reschedule Summer Music Festival Topic: Employee Handbook
Board's Personal Check-in		
Review & Approve Agenda	No changes to Agenda. Agenda approved.	
June 10, 2019 Board Meeting minutes	Minutes approved as presented	
Report: Focus Group Results from May 23 & May 28	A written and verbal presentation was given by John Gruidl and Innocent Asevameh. John said we had a good sampling and discussions among the 14 participants in two sessions who thought highly of the Co-op, who believe in its values and ideals, and want it to succeed. John and the Board thanked Jeanne Nehls for her support of this project.	The Board will continue to review and consider the Focus Group's ideas. One idea would be letting members know when surplus produce is in the store coolers on Wednesdays.  Jeanne and Maureen will write thank you notes to the Focus Group participants.
Report: Market Manager (Andrew)	No report. Resignation received from Manager Andrew McCune with his last day being July 25.	Hiring Committee will take 48 hours to discuss next step in Andrew's replacement.
Report: Producer Committee (Ann)	No report	
Report: Events Committee (Dusty)	Dusty reported that the \$200 City Permit needs to be obtained this week for the Summer Music Festival.	Dusty will ask Crystal, who holds her food handling license, if she could be present during the food cooking. Margaret knows another person that may have her license as a backup. Flyers were distributed among the Board. Jeanne will find the list for poster placement.
Report: Finance Committee (Margaret and Brian)	Margaret reported a bank balance of \$6,348.16. Brian reported a check register balance of \$3,625.96. There is a significant number of uncashed checks causing the difference.  Brian reported he has been working on: inventory (complete); the Co-op's first balance sheet; get Quickbooks working; and a report that indicates what the Co-op is worth as of July 1. Margaret continues to work on finance	A written report will be available in about a week.

Report: Finance Committee (con'd.)	duties with Brian Davies, Sean Park and Jim Boyd (SBDC).	
Board Report: SNAP	Brian reported that a SNAP inspector came to the store to check our inventory. Unfortunately, there was no milk on the shelves which is a required item.	
Report: Membership Committee (Maureen)	Maureen reported that Suzan Nash and Karen Nudd have agreed to be on the Membership Committee. Gearing up for an August start-up.	Margaret will provide Maureen with information on membership drives/ recruitment.
Report: Store Committee (Rose)	No report	Parking stripes and store signage projects ongoing
Report: Communication (Tim)	No report. Jeanne reported that Karen Hostert will no longer be the Co-op Volunteer Coordinator, citing employment conflicts.	
Report: Employee Handbook	Continues to be reviewed.	Add to July 22 Work Session.
Board Restructuring	Randy Powell has agreed to take back his Board seat and fulfill the remainder of the term. The Board agreed by consensus to accept Randy's reinstatement.  Margaret tendered her resignation as a Board member. The Board accepted her resignation by consensus. She will continue to serve as Treasurer. She and Brian will continue to work on fiscal tasks, which have been divided between them.	
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 8:08 pm		
Upcoming Events	July 22 – Work Session, Dusty's, 5:15 pm August 12 - Board Meeting @ City Hall TBD – Summer Music Festival August 21 – Sitka Salmon event September 19 – Farm to Fork Dinner October 2 – Sitka Salmon event October - Farm tour?	