

**Macomb Food Co-op Board Meeting Minutes
November 18, 2019**

Present: Dusty Berg, John Curtis, Brian Davies, Rose Elam, Dave King, Randy Powell, Maureen Wallen

Absent: Mark Gruel, Ann Knowles

Guests: Margaret Ovitt, Larissa Berg, Richard Chamberlain

TOPIC/ACTION	NOTES	ACTION ITEMS
Call to order at 6:18 pm	Chair Dusty Berg called the meeting to order	
Member Comments	Guest Richard Chamberlain shared an article from The Voice about IIRA getting a \$200,000 grant and wanted the Board to know in case there were monies our Co-op could apply for.	Dusty will reach out to Sean Park of IIRA to determine if funds would be available to our Co-op. On a related note, John will get more details on whether the Co-op would be eligible for a VISTA or Peace Corps Fellow.
Next work session	No work meeting until January	
Board's Personal Check-in	None	
Review & Approve Agenda	No changes. Agenda stands.	
October 14, 2019 Board Meeting minutes	Approved as presented	
Board Training	John suggested reducing Board email traffic by sending emails to those on a need-to-know basis and Reply Only to those that need to know. He also suggested empowering committees to make minor decisions. The Board agreed with his suggestions.	If there is a time sensitive issue addressed in email, a 24 hour response is requested from the Board.
Strategic Planning	Dusty reported back after contacting Gisele Hamm. After discussion, it was decided to have a two-hour Strategic Planning session on January 18.	John will book the UU Fellowship for Saturday, January 18 at 4:00 pm. One topic will be the discussion and adoption of a slogan or mission statement. At our October 28 working session, the following was discussed "Your community-owned local food store". 2020 goals will also be discussed. All owners will be invited. Dusty will put a list together of key volunteers. Dusty will contact Gisele to see if she would be interested in this format. Discuss producers renting space at the Co-op.
Election of Officers	Randy asked the current Chair, Treasurer and Secretary if they were willing to continue in their positions. They responded yes. Randy nominated Brian Davies as Vice Chair. There were no other nominations from the floor. Randy moved that the existing officers and Brian Davies will serve as officers for the 2019-2020 year. Dave seconded.	Board Officers: Chair Dusty Berg Vice Chair Brian Davies Secretary Rose Elam Treasurer Margaret Ovitt

Election con'd.	Motion passed.	
Freezer	After discussion of sizes, styles and prices of a new freezer, it was decided by a motion by Dave and a second by Randy to purchase the largest freezer we can get for \$500 or less. Motion passed.	Margaret will proceed with freezer purchase.
Lease	Dusty asked Attorney Anne Burton to draw up a lease between the Co-op and McDonough Telephone to delineate responsibilities of renter vs. landlord. Anne has offered to prepare the lease pro bono. Landlord Jay has asked to review the lease upon Anne's completion. Randy pointed out that a key to the front door is needed and necessary.	
Report: Producer Committee (Ann, John, Mark)	John moved that the Producer Committee be empowered to pull produce on the store shelves that has passed its prime. Permission was granted. Dave seconded. Motion passed.	John will draft an email to the producers to notify them of the extension of LFM to December 18, as well as inform them that additional freezer space will be available soon. Brian will include John in any communication with producers. Mo suggested having indoor farmers markets on Wednesdays.
Report: Events Committee (Dusty)	-Silent Auction tentatively placed on March calendar -An invitation to cook brats on December 4 at Forgottonia was discussed. After discussion, it was moved by Dave and seconded by Randy that we not do this event as we aren't prepared. Motion passed. Suggestion: have a weekly or monthly brat cookout at the Co-op next summer. Suggestion: Sample Saturdays	Small Business Saturday – Margaret will reach out to producers
Report: Finance Committee (Brian)	Brian and Margaret reported the following as of October 31: Bank register balance \$3,668.86 Brian reported an IRS refund of \$950 was received.	
Report: Store Committee (Rose, Randy, Maureen)	It was agreed that the extra microwave in the store can be given to someone we know who needs it. The unneeded Frontier glass jars taking up space can be sold to interested parties. John moved and Dave seconded that the Store Committee members are empowered to make minor repairs at the store at their discretion and expense. Motion passed with one opposition (Brian).	
Report: Membership (Maureen)	Maureen announced plans for two membership drives: one in mid-December with tea & Julie Ann Pickett. The second would be in January featuring soups.	

<p>Membership con'd.</p>	<p>Maureen will reach out to store shoppers that are not currently members. It was agreed that one drawing amongst the new members would be given a store gift basket.</p> <p>Maureen has created a member database that deletes deceased members or those that moved from Macomb. She has found 15 missing share agreements and has a plan to determine where the problem is.</p>	
<p>Report: Communication (Dave) and Clare Kernek, Margaret Ovitt, Richard Chamberlain, Larissa Berg (FB posts, newsletter, website, and texting program)</p>	<p>It appears that a lot of news gets ignored when it is included in the Invite to Shop email.</p>	<p>2019 Annual Report work continues</p> <p>Dave will write an article as well as contact Joel Gruver about his offer to write letters for the press.</p> <p>Larissa asked that those who see Co-op posts on FB like and share those posts. It gives a boost to the post.</p> <p>Grown and Gathered asked for information about the Co-op Model. Margaret will provide them that information.</p>
<p>Report: Volunteer Coordination</p>		<p>Randy will continue as Volunteer Coordinator but will need someone to take the months of January, February and March. John will assist with this task in Randy's absence.</p>
<p>Review Old Action Items/ Review New Action Items</p>	<p>Reviewed old and new Action Items</p>	
<p>Meeting Adjourned at 8:03 pm</p>		
<p>Upcoming Events</p>	<p>December 9 – next Board Meeting December membership drive w/tea January membership drive w/soups January 18 – Strategic Planning meeting Silent Auction - March Farm Tour – end of June, 2020</p>	