

Macomb Food Co-op Board Meeting Minutes

December 9, 2019

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

Guests: Larissa Berg

TOPIC/ACTION	NOTES	ACTION ITEMS
Call to order at 6:16 pm	Chair Dusty Berg called the meeting to order	
Member Comments	None	
Next work session	Strategic Planning on January 18	
Board's Personal Check-in	None	
Review & Approve Agenda	No changes. Agenda stands.	
November 18, 2019 Board Meeting minutes	Approved as presented	
Strategic Planning	John agreed to facilitate the event. Saturday, January 18 4:00 pm Unitarian Universalist Church on Wigwam Hollow Road	Dusty passed a draft personal invite list to allow for the addition of other people. The Communication Committee will take care of the personal invite as well as the general membership invite (December 18)
Lease	No update	
LFM Hiatus Update	Brian gave an update on ordering. The Co-op will start paying a different rate at the end of December to LFM. He'll have two weeks to download data that producers might want; data during hiatus will not be available. Brian asked for guidance on pricing consignment items. After discussion, it was decided that by department would be the best for pricing markup, with meat being 30% due to cost of storage We will work towards a 30% markup in all departments (at the recommendation of Sean Park). Meat and produce should be on consignment. Brian, Margaret and Randy are essentially functioning as storage managers and come to an agreement on decision.	Ann will call Taylor Phelps regarding his request for data on all the produce he sold in 2019. Mark said it was easy for producers to get this information themselves and will let Brian know how to get it.
Report: Producer Committee (Ann, John, Mark)	John reported that Linda Lee Blaine said the Co-op is not eligible for a VISTA worker. Ann reported that a producer/shopper has requested the Co-op have morning hours. After discussion, a proposed store hours schedule was developed. Wednesdays seem the best for produce delivery and indoor farmers market. We need more product. That is the goal for 2020.	Randy will see how the following hours might work with our pool of volunteers: Tuesday 9-3:00 Wednesday 12-6:00 Thursday 9-3:00 Friday 12-6:00 Saturday 9-12:00 (note: the early morning hours did not work for our existing volunteer pool) John will check with the City Liquor Commissioner about the possibility of selling alcohol.

Report: Events Committee (Dusty)	Silent Auction dates were discussed. Dusty proposed changes to the event. Board members felt last year's Taste of Macomb was successful and not to make too many changes.	Dusty will reserve the American Legion for April 4.
Report: Finance Committee (Brian)	December 9th bank register balance \$3,682.78 It was agreed we would not renew Green Business Network membership. Regarding the Health Department food license, there are several categories we could choose from. Discussion followed. Category 1 is \$500 and requires a Food Manager license. Category 3 at \$375 seems more appropriate.	Dusty will talk to the Health Department and decide what license we should get and will email the Board. What license would be best for doing brat cookouts? Renewal is due December 26.
Report: Membership (Maureen)	Maureen has created a new membership database that contains 458 people. She identified 78 members that have moved from Macomb or have died. She called 10 people who had missing share agreements and no one returned her email. It appears it is not important to those people. A sign was placed in the store asking shoppers to consider buying a share for Christmas. One was purchased. People have been identified to contact to encourage to become a Co-op member.	Maureen will provide hot spiced cider in the store on the 18 th ; Mark will make snickerdoodle cookies, coordinating with the Sitka Salmon presence. It is planned to hold a tea with Julie Ann Picket in January. Brian offered to look through bank records to determine if and when the 10 members paid for their share.
Report: Store (Rose, Randy, Maureen)	Rose reported the furnace filter and exterior exhaust fan cover were replaced.	
Report: Communication (Dave) and Clare Kernek, Margaret Ovitt, Richard Chamberlain, Larissa Berg (FB posts, newsletter, website, and texting program)		2019 Annual Report work continues Dave will write an article this month for the paper as well as contact Joel Gruver. Dave will write an article and Larissa will post regarding the Sitka Salmon event.
Report: Volunteer Coordination	Randy said store closure for Christmas Eve and Day and New Year's Eve and Day will need to be posted. Randy will need someone to do Volunteer Coordination in January, February and March.	The Communication Committee will take care of this. John will assist with this task in Randy's absence.
Review Old Action Items/ Review New Action Items	Reviewed old and new Action Items	
Meeting Adjourned at 7:30 pm		
Upcoming Events	January 13 – next Board Meeting January membership drive w/soups January 18 – Strategic Planning meeting Silent Auction - April 4 Farm Tour – end of June, 2020	