

**Macomb Food Co-op Board Meeting Minutes**  
**January 13, 2020**

Present: Dusty Berg, John Curtis, Brian Davies, Rose Elam, Ann Knowles, Maureen Wallen

Absent: Mark Gruel, Dave King, Randy Powell

Guests: Mayor Mike Inman, Margaret Ovitt, Larissa Berg, Clare Kernek

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	Action items from the December meeting were reviewed.	<ul style="list-style-type: none"> <li>The \$375 Health Department license was obtained by the December deadline.</li> <li>The 2019 Annual Report work continues.</li> <li>The morning hours did not work for our existing volunteer pool.</li> </ul>
Review & Approve Agenda	Agenda stands	
December 9, 2019 Board Meeting minutes	Approved as presented	
Strategic Planning	John will facilitate the event Saturday, January 18 4:00 pm Unitarian Universalist Church	Whole membership invite went out; personal invitations did not. A plan was devised to get the personal invitations sent immediately.
Lease	No progress from Anne Burton	
Logo		Dusty will reach out to Tim Rice for the Co-op's original logo artwork
Liquor License information presented by Mayor Inman	Mayor Inman brought a liquor license application. The annual cost for a city license most suitable to the Co-op is \$1,850 and a one-time nonrefundable \$500 application fee; and a \$750 annual fee payable to Illinois Liquor Commission. There is an approximate 6 week turnaround time. Must buy product wholesale. A store/resident manager must be identified.	Brian will review the application package.
Report: Producer Committee (Ann, John, Mark)	Ann has eggs for sale again. More discussion on product markup continued. John moved that Brian and Margaret be empowered to make pricing decisions. Ann seconded. Motion passed.	
Report: Events Committee (Dusty)	The First Silent Auction planning meeting is Wednesday, January 15.	Dusty and committee of Maureen, Clare, Elaine, Larissa, Brenda.  It was stressed that Jeanne Nehls be included.
Report: Finance Committee (Brian)	January 11 bank balance = \$5,513.24. A Balance Sheet for the period ending December 31 showed the following:	Margaret stressed the need for a budget.

	<p>Total Current Assets \$14,499.02  Total Fixed Assets <u>\$ 5,838.63</u>  Total Assets \$20,337.65</p> <p>Total Liabilities \$11,992.10  Total Owner Equity <u>8,345.55</u>  Total Liabilities &amp; Equity 20,337.65</p> <p>Net profit was about \$1,300/month in the last 6 months.</p> <p>Without the LFM, sales were down slightly, but there were holiday gift sales.</p> <p>An \$800 deposit return was received from Ameren.</p> <p>Coffee continues to be a big seller.</p> <p>See written report for more details.</p> <p>Brian was thanked for his hours of work.</p> <p>Margaret will be meeting with Jim Boyd on January 16 to finalize the report for filing the 2015, 2016 and 2017 taxes.</p>	
Report: Membership (Maureen)		Tea with Julie Ann Pickett in February, based on Julie Ann's availability.
Report: Store (Rose, Randy, Maureen)	No report	
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 for the paper and will contact Joel Gruver.
Report: Volunteer Coordination	There are 10 volunteer slots total in a week that need filled. John is confident we can get those filled.	Margaret suggested our volunteers receive an orientation. We need be more systematic.
Manager Report.	Written report was presented. A new meat producer has submitted an application.	Revisit the SNAP application process.
Review Old Action Items/ Review New Action Items	New Action Items	Rose will email to Board members following the meeting.
Meeting Adjourned at 8:02 pm		
Upcoming Events	January 18 – Strategic Planning meeting February – tea with Julie Ann Pickett February 10 – next Board meeting Silent Auction - April 4 Farm Tour – June, 2020	