



Ideal Green Market Cooperative
34988 County Road 39, Pequot Lakes, MN 56472
Located in Ideal Corners (CR16 & CR 39 on CR 39
www.idealgreenmarket.com / 218-838-6058

MISSION: To provide access to local, sustainable and healthy food and products.

Incorporating Board of Directors:

_____ Jason Baca _____ Dan Kayser, President _____ Eleanor Rice
_____ Geoff Davidge, Vice-Pres _____ Kim Larson _____ Dan Yavner
_____ John Ehlerl _____ John Plein, Treasurer

_____ Barb Mann, Co-op Coordinator/Secretary

GUESTS:

PROPOSED AGENDA - Monday, March 30, 2015, 6:30pm at the Co-op Store

Welcome / Approve Agenda

MINUTES OF March 16, 2015 MEETING

Motion _____ 2nd _____ Decision _____

FINANCE REPORT:

1. Treasurer Rpt (John P)

Motion _____ 2nd _____ Decision _____

TASK GROUP REPORTS:

1. Promotion/Membership (with this group TOTAL at 42) –meeting Tuesday, 2pm
Approve new member-owner applicants (18)
2. Finance Task Group – next meeting ?
Crow Wing Power Impact Grant (\$12,000) – submitted 3/26, secure matching funds? (have \$200)
ICSO – follow up, April 9, 7pm meeting – present again?
Lease Agreement w/ Kidders – proposed (review by Dan K, Dan Y, attorney – who?)
3. Product Development (Task Group meeting 3/18)-working on criteria for product list (local, non-GMO, natural, organic, fair trade, environmentally & socially responsible, etc.)
4. Facility: REPORT Dept. of Ag Health Inspection of site – March 23 w/ Jill Herberg
Improvements needed before licensing: tile floor in food prep area (8'x12-15'), 3-bin sink-stainless steel, stainless steel counter, produce sink-stainless steel, self-closing hinge on bathroom door, septic inspection, water test by health department. MUST submit a Plan Review Application before licensing granted.

NEW BUSINESS:

1. Set Annual Meeting Date in June
2. Recruit Board Members (ck status of current members)
3. Schedule work days (what will we do?)

OLD BUSINESS:

1. Member Kick-Off Community Meeting, March 20, Evaluation

55 attended, 14 new members (25.5% of attendees), 51% were new to IGCM
Pros/Cons / What do better?

2. Silent Auction/Meal at OMC – Saturday, Apr. 18, 11:30am-3pm

GOAL: \$3,000 set by Finance Task Group / 100 attendees (\$20/ticket - \$10/plate to co-op)

NEXT MEETING: Monday, April 13, 2015, 6:30pm

Task Groups to meet Apr 1- 10th

ADJOURN (by 8pm)



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GUESTS:

MINUTES - Monday, March 30, 2015, 6:30pm at the Co-op Store

Welcome / Approve Agenda Convened at 6:32pm

MINUTES OF March 16, 2015 MEETING Motion to accept as submitted, ER _____ 2nd _JE, PASS

FINANCE REPORT:

1. Treasurer Rpt (John P)

\$6166.50 in checking (166.50 seed sales money from Mar. 20, memberships and donations) \$5 in savings.
\$280 deposit on tall sign to be paid. 44 member.

TASK GROUP REPORTS:

1. Promotion/Membership (with this group TOTAL at 42) –meeting Tuesday, 2pm

Approve new member-owner applicants (18) with one payment plan member BLM read the names, M by DY, 2nd-JP, PASS

JB noted he'd be willing to sponsor another membership if needed. Make noted if there is need, could be scholarship funds to apply (subsidy of portion, they cover a portion)

2. Finance Task Group – next meeting ?

Crow Wing Power Impact Grant (\$12,000) – submitted 3/26, secure matching funds? (have \$200)

ICSO – follow up, April 9, 7pm meeting – present again?

Lease Agreement w/ Kidders – proposed (review by Dan K, Dan Y, attorney – who?)

Dan Y reviewed and reported areas for negotiation:

igm lease feedback

10.2: Such consent shall not be unreasonably withheld.

11: ... [remove second sentence]

11.1: tenant shall be responsible for the maintenance and repair of

11.1.a: all refrigeration and freezer units

11.1.b: all furnishings whether free standing or attached to the structure of the premises

11.1.c: all appurtenances to the structure such as doors and mechanisms thereon, and plumbing fixtures, including blocked waste lines.

11.2: landlord shall be responsible for maintenance and repair of

11.2.a: all utility systems, i.e. heating, cooling, water, water heating, electrical

11.2.b: all plumbing waste systems, including stacks and septic system and septic field.

19: Cannot include a lien against inventory. Inventory liquidation may be required to pay debts senior to the lease, such as payroll and payroll taxes.

(inventory go to liquidate and cover other debts, IRS – taxes, employees, any unpaid vendor charges, local vendors, those that take priority payment over the lease)

WE MUST FIND COUNSEL – Ed Shaw attorney in Brainerd serves Crow Wing Food Co-op, ask what he charges, send copy of lease and notes of concern. (Dan Y leaves Wed).

RE Insurance on part of Kidders: 30-day rider for them for unoccupied building, we'd kick in partial cost of this, in good faith while negotiating. Dan K will follow up with Kidders. John Parrington Attorney via John P and Geoff as a possibility as well.

3. Product Development (Task Group meeting 3/18)-working on criteria for product list (local, non-GMO, natural, organic, fair trade, environmentally & socially responsible, etc.). JE report on survey results of product interest – 70 products he has listed, rolled oats, flour, milk primary, eggs (local eggs need to be candled – need to clarify regs and limits), butter, sugar, rice, canned tomatoes, nuts, household paper products, maple syrup. (verify vendors are licensed)
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Improvements needed before licensing: tile floor in food prep area (8'x12-15'?), 3-bin sink-stainless steel, stainless steel counter, produce sink-stainless steel, self-closing hinge on bathroom door, septic inspection, water test by health department. MUST submit a Plan Review Application before licensing granted.

Barb presented reports from UNFI visit, co-op professionals advice \$35,000 in inventory, 250 members given our sf size, year's worth of operating budget all before opening. Farmers' market a go with food inspector, build that maybe to 2 days / week. Look at on-line style CSA possibly. Set \$25,000 for inventory and 3 months of operating capital. In cash, after improvements. Takes time to have full inventory and open. It's not doom and gloom. We can do this!

NEW BUSINESS:

1. Set Annual Meeting Date in June – proposed Monday June 22, 7pm or Tuesday, June 23 – Motion to host first Annual Meeting on June 23, 7pm, ER, 2nd – DK, PASS
2. Recruit Board Members (ck status of current members)
Willing to serve past June: DY – 1 yr, DK – 1 yr, John Ehlert – yes, Jason Baca – 2 yr, ER undecided, John P – 3 yr.
Suggestions for new members: ?
3. Schedule work days - April 11, Saturday 9-3pm, and April 16, Thursday (2-4pm),
Tasks to include: cleaning, removing wi-fi counter, paint metal shelving, "café" area, create a community bulletin board area, move frig to entry area, put up signs/food pictures- in coolers/freezers/areas for bulk goods/spices & herbs, make look homey, suggestion box/jar,

OLD BUSINESS:

1. Member Kick-Off Community Meeting, March 20, Evaluation – Good work
55 attended, 14 new members (25.5% of attendees), 51% were new to IGCM

2.SPRING INTO IDEAL: Gourmet Sampler Plate & Silent Auction at OMC – Saturday, Apr. 18, 11:30am-3pm
GOAL: \$3,000 set by Finance Task Group / 100 attendees (\$20/ticket - \$10/plate to co-op), Silent Auction \$2,000. Store visits/tours.

NEXT MEETING: Monday, April 13, 2015, 6:30pm – (JP would miss, township meeting)
Task Groups to meet Apr 1- 10th

M to adjourn – JP, PASS

ADJOURN 8:11pm

Respectfully submitted,
Barb Mann, secretary / co-op coordinator

Ideal Green Market Cooperative

Additional Notes regarding finances and start up

CDC-recommends at least 250 members before opening; \$35-45/sf inventory - \$35,000 minimum
(Bill Gessner, via Carolyn King – UNFI) (handout on minimum needed to open)

Financing Options:

Member loan process – possible, set up via co-op experienced attorney (Harmony's in Michigan-Mary Morrison)

e.g. 0-4% interest over 3-9 years, staggered so not all due at same time. Allows for owner support of business but NOT equity, where stock is actual equity. Is high risk as any loan with bank would be considered primary liability, member loan secondary.

Stock A – member-owner share (\$100)

Stock B – additional investment, no additional privileges, capital equity and building use (any amount?)

Stock C - \$500 (stock with muscle), no additional privileges, at point of profitability can do up to 3% return on stock value @ discretion of Board in terms of timing.

Start Up Funds needed

POS (20% + 3 months)	\$ 2,867.79	\$10,980	20% down (\$2,196.00)
			\$223.93/month payment 7% compounded interest over 5 yrs
Inventory	\$35,000		
3 months re-stocking inventory	\$12,000		
Rent	\$ 2,000		
(3 months – Apr-June)			
Utilities (3 months)	\$ 2,400		
Insurance	\$ 1,200		
License Fee	\$ 175		
Plan Review Application	\$ 200		
Water Test	\$ 150		
Septic Inspection	\$ 150		
Promotions	\$ 1,200		
Supplies	\$ 600		
Staff/Manager	\$ 6,252		
(3 months)			
Misc	\$ 500		
TOTAL	\$64,694.79		

Lease-hold improvements: \$ 5,000

REVENUE SOURCES:

Memberships	\$ 25,000	(currently at \$4,325; 43 full members, one on payment plan)
(250)		
Member Donations	\$ 3,000	(currently \$1,550)
Member Stock C ?	\$ 11,000	(22 at \$500 each)
Grants	\$ 15,000	
(Impact Grant \$12,000-Aug)		
(other \$3,000)		
Donations (civic grps)	\$ 8,000	
Fundraisers	\$ 4,000	
TOTAL	\$ 66,000	