



IGM Board of Directors Meeting Minutes

Date: April 4, 2022

Called to order at 5:02 pm

Attendees: Jon Grothe, Taren Saccoman, Dixie Grothe, Denise Albrecht-Simpson, Karyn Penn, MJ Schneider, Megan Loukota, Geoff Davidge

1. GUESTS: Megan Loukota, store manager (report below); Geoff Davidge, Garden Coordinator
Garden: Geoff started plants for the “Ideal Corners Giving Garden” including vegetables and flowers. The produce will still go to the Crosslake Food Shelf. The project for Master Gardening hours is co-chaired by Jennifer Lee and Geoff. Recommendations to update the IGMC brochure were discussed.

2. Secretary’s Report: Dixie

Motion to accept prior meeting minutes: Moved by Denise; Second by Karyn – **Motion carried**

3. Treasurer’s Report: Dixie

Q1 Sales: \$55,792 (VEND Lightspeed)

Profit & Loss Q1: \$1,208 net profit

Taxes: Returns will be processed in May. CPA & taxes will be paid electronically at that time.

Bank Balance: \$5,450.

Loan Balance: \$519 (payments of \$220 with \$217.54 on principle & \$2.46 on interest). Loan scheduled to be paid off in June this year.

Savings Balance: \$100.00

Complete Bookkeeping: Accountant notification of \$55/hour increase to \$110/mo. for services.

Motion to accept treasurer’s report: Moved by Taren; Second by Denise – **Motion carried**

4. Store Manager’s Report: Megan

Staff: Recommendations stand from last month’s report.

March Sales 2022: \$20,827; March 2021: \$18,971; March 2020: \$17,953

New Members: 1 – **Approved**

Product: Price & shipping increases with some backorders and out of stock products makes it difficult to hold prices down. Discussion on implication of increased prices, current income & invoices, and ways to improve net income by reducing expenses.

5. Old Business

Action Log: Karen updated outstanding items and brochures to reprint & stock.

Insurance update: Directors/Officers quote response was discussed & moved to put on 2023 Budget.

Spring Indoor Farmers Market: We currently have 13 vendors who will participate on April 23rd.

Volunteers are in place to help in various ways. A half hour class will be offered at 11:00. Activities for children are being planned and Denise will coordinate Chamber events and social media presence.

Highway Signs: Letter submitted, signed, and approved to extend the co-op signs for another year.

Staffing Update: Board discussion of candidates, their respective hours/wages and start dates.

Credit Card Sales: Options were presented to the Board and it was agreed that the best option was to keep the present operations with the POS system, upgrade the credit card reader at no cost, but reduce the monthly fees. It will only affect those who decide to use them.

6. New Business

7. Committee Reports / Committee roles:

a. Human Resources: Taren

Discussed candidates for “general management” position at the store to help store manager and sales associate on the register during open hours. A suggested monthly performance list for the store was submitted that would keep track of store management efficiency.

b. Volunteers: MJ

April’s theme for Sample Saturday is Earth Day and Easter – all things Spring and earthy. Volunteer sign-ups continue and more are welcome for upcoming events.

c. Marketing/Promotion: Taren

Ideas for the rock area were discussed for a book/puzzle box and placement of a bike rack on the North side of the building. No changes will happen to or around the building unless the Kidders are okay with them.

d. Facilities / Building: Jon – no new activity. The manager reported the porch deck needs repainting.

e. Garden: see Guests section – Geoff

f. Farmer’s Market: Taren Saccoman was added to the IGM Garden check book for approved signatures and Bonnie Coffey was removed from the same.

g. Product Committee: Nothing new to report.

8. Executive Session:

Next Board Meeting: May 2, 2022 at 5:00 pm Monday

Motion to adjourn: Moved by MJ; Second by Karyn – **Motion carried**

Meeting adjourned at 8:17 pm

Respectfully submitted by: Dixie Grothe