



## IGM Board of Directors Meeting Minutes

Date: December 6, 2021

Called to order at 5:07 pm

**Attendees:** Jon Grothe, Taren Saccoman, Dixie Grothe, Denise Albrecht-Simpson, MJ Schneider, Megan Loukota

**1. GUESTS:** Megan Loukota, store manager

**2. Secretary's Report:** Dixie

Motion to accept prior meeting minutes: Moved by Taren; Second by MJ – **Motion carried**

**3. Treasurer's Report:** Dixie

Sales: Week ending 12/4: \$5,322; November: \$25,195

Bank checking balance to date: \$7,500

Loan balance: \$1,383.79; Renewal approved: To be signed by Taren and me on renewal on 12-08-21

Profit & Loss year-to-date: \$3,473

Balance Sheet (RWB): \$8,024

Taxes: Lost form 941 from 2019 resubmitted to IRS for their records. No further action needed.

Savings: To start January 2022 with contingency to move to checking if needed on a trial basis.

Savings/donations will be earmarked at the end of each week for designated use.

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

**4. Store Manager's Report:** Megan

Staff: Linda works most Wednesday afternoons & Thursdays plus one Saturday a month. Ann volunteers Wednesday afternoons helping at the register and helpful in general.

November Sales 2021: \$25,277; November 2020: \$23,502; November 2019: \$14,659

New Members: 3

Product: Endeavoring to get goods into the store as much as possible and keep a balance. Cost of goods & operating costs climbing – freight up 25% since October.

Services: "Green Way to Go" shopping service & delivery was discussed but was not approved for use by the co-op due to procurement, payment, and coordination issues.

**5. Old Business**

POS system update: Updates to POS system make it easier to inventory goods.

Action Log: Most pending items were moved to completed items list.

**6. New Business**

New Co-op Members (3): **Approved.**

Audit: Submit 2021 bank statements for review by outside firm as necessary.

## **7. Committee Reports / Committee roles:**

a. Human Resources: Taren

Linda doing well and Megan is great at revolving/new displays.

b. Volunteers: MJ (email)

Super Sample Saturday in November was a success as well as interest in co-op membership. Next Sample Saturday on December 11<sup>th</sup> and products are lined up.

Continuing to seek new Board members and seeing some interest.

c. Marketing/Promotion: Taren

Wreaths sold more than pay for work on the North side of the building. Will do it again next year.

d. Facilities / Building: Jon

Work on the North side of the building was approved and completed. Ron is happy with the work. Dan continues to be Mr. Fixit.

e. Garden: Denise – No report

f. Farmers Market: Denise

Meeting to be scheduled with vendors to plan 2022 and will pursue it more after the holidays.

## **8. Executive Session:**

**Next Board Meeting:** January 3, 2021 at 5:00 pm Monday

Motion to adjourn: Moved by Taren; Seconded by Denise – **Motion carried**

Meeting adjourned at 6:55 pm

Respectfully submitted by: Dixie Grothe