



## IGM Board of Directors Meeting Minutes

Date: March 27, 2023

Called to order at 5:32 pm

**Attendees:** Jon Grothe, Denise Albrecht-Simpson, Dixie Grothe, MJ Schneider, both Ric Carlson and Cristobel von Walstrom by phone

### GUESTS:

- ☐ Megan Loukota, product manager
- ☐ Roxanne Carlson, store manager

### 1. Positive Observations:

Good results with candidate response to associate sales/cashier position. Also see progress on Roxanne's response to training and adaptation to the store.

### 2. Secretary's Report: Dixie

Motion to accept the 02-27-2023 meeting minutes. Moved by Denise; Second by MJ – **Motion carried**

### 3. Treasurer's Report: Dixie

Discussion of line of credit to bridge sales during this time of year, at times necessary until sales increase in spring.

Motion to accept the treasurer's report. Moved by Denise; Second by MJ – **Motion carried**

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

New Members: 3, who were approved by majority

Products: Weekly adjustments made to meet the desired margin. Improvement needed in managing consignments. Cash upfront from some vendors will be negotiated.

Finance: Sales are still slow, but more so this year. Inflation is having its influence on prices.

Roxanne will need help with the accounting application even though Megan has introduced her to it.

Grace will help train the new cashier before she departs for camp this summer.

### 5. Old Business

Customer Credit Cards: No problems with acceptance of charges & the store adjusted to using it.

### 6. New Business

New Manager: Roxanne Carlson's bio will be uploaded to the website this week to help assure members that we've found a suitable candidate to hire, and the store will continue to operate.

Grace: Will notify manager of her availability to schedule work in May.

Register help: In the process of hiring PT work to support the manager.

Allocation of cooler sale: Jon will continue search for appropriate freezer for the increased need to keep meat, ice cream, etc. available by this summer.

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

### **a. Human Resources: Ric**

Roxanne Carlson was hired as our new store manager and started work March 9. She will replace Megan Loukota as signer for the IGMC checkbook effective April 1, 2023.

She began training with Megan immediately and is negotiating the transition well. Her position will be reviewed on completion of 480 hours of work.

Linda Walker will not return to work on the register due to her health. Megan and Grace have done a great job keeping the store open during normal business hours.

There were 2 applications for the Sales Associate position which were seriously considered. Offer of employment will be made this week to start immediately.

### **b. Volunteers: MJ**

Found 2 new volunteers at the Back to Basics event. Denise to supply count needed for the Indoor Farmer's Market on 4/22. Megan brought an updated list of members as requested.

### **c. Marketing/Promotion: Cristobel**

A pdf of the IGMC flyer is ready for printing but on hold until further input is received from real estate agents and others when we need it. There are free flyers of MN Grown with our label on it by the entry of the store.

### **d. Facilities / Building: Jon**

No results for volunteers yet.

### **e. Ideal Corners Giving Garden: Geoff (by email)**

Denise will write a letter requesting a Community Service grant of \$500+ for a garden tool shed. All produce will be donated to the local area food shelves again. Plan to enlarge the garden.

### **f. Farmer's Market: Denise**

Lunch will not be provided by the co-op at the Indoor Farmers Market unless a vendor wants to do it. There are still openings for vendors to sign up.

## **8. Other Discussions:**

The line of credit, consignment room, and freezer were discussed in previous agenda items.

**Next Board Meeting:** April 24, 2023 at 5:30 pm Monday

Motion to adjourn: Moved by MJ – **Motion carried**

Meeting adjourned at 7:32 pm

Respectfully submitted by: Dixie Grothe