

Ideal Green Market

Board of Directors monthly meeting minutes

Monday, July 6, 2020 pm

Called to order 5:34pm

Board Member Present: Sandi Baker (2021), **Pam Cunningham (2020)**, Jon Grothe (2022), **Joan Ingebrigtsen (2020)**, Karyn Penn (2023), **Taren Saccoman (2020)** (2022), MJ Schneider (2023), Denise Simpson (2021), Dan Yavner (2021).

Guest: Megan Loukota

MOTION: accept prior minutes (1 correction-#5 lake s/b LACK), Taren S, Denise S—**PASSED**

Welcome new Board members, Karyn & MJ!

Treasurer Report: Dan Y working with CPA for future report, once completed, it will be e-mailed to board, refer to balance sheet provided at annual meeting last week (attached). Continuing to work on taxes. *note, no report, no reason to accept with motion

1. OLD BUSINESS

-10 Goals for 2019-2020 (attached). Joan I, president for 2019-2020, had set board goals and we met 8 out of 10 goals, board continues #9 and #10.

-COVID-19 Plan: the board is listening to people from the annual meeting who expressed concerns on mask wearing. The coop has set aside Wednesday mornings for at risk shoppers, IGM cashier (Zach L) will wear a mask during that time along with regular procedures already in place (see COVID-19 Plan filed with the Chamber of Commerce—attached). Taren S will measure location of plexi-glass in front of register and work out logistics with IGM store manager (Megan L). Jon G suggested we put the co-op stickers on the store floor 6 ft. apart. The board will continue to address the needs of our members and change when necessary.

-volunteers for Tuesday order/delivery-new IGM employee (Kathy L—Farmers Market coordination/cashier) will be trained on this procedure. Karyn P, new board member volunteered to help.

-Member Loan update: all loans paid off or have been donated back to co-op (\$11,800 donated back to co-op). This now poses an "income" issue that Dan Y will be working with the CPA (Kim) to see how it affects taxes, and which year we show the income (these loans were received and used in 2016 for operating expenses of the co-op). Dan Y will get a letter for the members to sign off on the loan. We will mail thank you cards to members. Jon G suggests we give the members a gift certificate to the co-op, of even \$50 with the thank you cards. Taren S will make the thank-you cards.

-SNAP/EBT: Joan I still working on this, if anyone wants to take that over, let her know.

Succession Planning Workshop: Joan I will continue to participate and keep board updated.

2. **STORE MANAGER REPORT:** Megan L, we have many new members! ***, new cashier, Camille AND Kathy L—Farmers Market Coordinator/Cashier, WELCOME!!!!

MOTION: Accept new members, Jon G, Taren S, motion **PASSED**

3. NEW BUSINESS

BOARD POSITIONS: President: Jon Grothe nominated by Denise S, second, MJ S, accepted. Voted in.

Vice president: Taren S nominated by Dan Y, second Denise S, accepted, Voted in

Treasurer: Dan Y nominated by Taren S, second MJ S, accepted, Voted in.

Secretary: Denise Simpson, nominated by Taren S, second Sandi, accepted. Voted in.

2020-2021 Board of Directors

President: Jon Grothe

Vice President: Taren Saccomen

Treasurer: Dan Yavner

Secretary: Denise Simpson

-By-Laws: Denise S to make up an e-mail that Megan L can send via constant contact to be an official call for vote on by-law change. The e-mail will summarize the changes and refer to website where entire By-Laws are posted with clear notation of all changes/corrections/additions, asking for their vote and having a respond by date. The draft will be sent via e-mail to the board for approval and then on to store manager to send out to all members on constant contact.

-Saving for winter (#10 on Joan I's goals for 2019-2020): much discussion on this with store manager input, no decision made, but all are aware of the NEED to set some money aside, possibly needing a new account to put it in—such as a savings account, pay off our credit line at the bank (\$4800 balance), save for the leaner winter time.

-IGM brochures (not membership applications) are needed. Taren S to find out where to order more, review to make sure correct, verify store hours are not posted on them, e-mail to board for approval. We need to order, and then stock the local chamber buildings (Sandi B offered to deliver).

-invite Kathy L (farmers Market Coordinator) to next board meeting

-invite Barb M (garden coordinator) to next board meeting

MOTION: I move to update the signature card at Riverwood Bank to show new president —Jon Grothe and Treasurer-Dan Yavner—are able to sign checks, incur or renew debt obligations and open any additional accounts. Denise S 1st, Taren S 2nd **MOTION PASSED**

MOTION: I move the Store Manager has authority to sign a check up to \$5000 on product invoices. Denise S 1st, Karyn P 2nd, **MOTION PASSED**

-Jami Nelson, Just Juice, wants to sell an alcoholic (organic vodka) in a pouch with fresh fruit juice. She has the liquor license and insurance thru Prairie Bay (we would have to require a certificate). Does this expose the co-op to a liability claim? Is the sale of alcohol allowed at a Farmer's Market? Do we want to compete with Jeff/Old Milwaukee Club? Some board members are against the sale of alcohol at the co-op at this time. Denise S to let Jami know on Sat July 11, 2020.

-Good Food Access—Thurs July 16, 9-11 am: Taren S will do this zoom meeting. 8-9 am is the collation meeting-Jon G will attend (view) this meeting. Joan I is tracking this co-op program for the board.

Meeting adjourned 8:20 pm

Respectfully submitted, dkas