



IGM Board of Directors Meeting Minutes

Date: October 24, 2022

Called to order at 5:36 pm

Attendees: Jon Grothe, Taren Saccoman (by phone), Dixie Grothe, Denise Albrecht-Simpson, Karyn Penn (by phone), MJ Schneider, Ric Carlson, Cristobel von Walstrom (by phone)

GUESTS: Megan Loukota, Store Manager

1. Supportive Observations: Gross Profit for the last 2 years are up every month. Bread sales are going well. Job descriptions are being developed. Winter staff, Linda Walker will work Wed – Fri and Grace Loukota will work Saturdays at the store.

2. Secretary's Report: Dixie

Motion to accept 09-26-2022 meeting minutes: Moved by Denise; Second by Ric – **Motion carried**

3. Treasurer's Report: Dixie

Sales Reports, bookkeeping, and bank statements were discussed.

Motion to approve Treasurer's report as amended: Moved by Denise; Second by MJ – **Motion carried**

4. Store Manager's Report: Megan

New Members: Approved 4 new members in October.

Products: Found salmon & cod source. Turkey orders ready in a week. The UNFI (POS) inventory count completed 10/4/22.

Finance: Met with bookkeeper to facilitate accrual accounting. This will make the current method clearer for everyone, especially if audited. Fundraiser versus consignment details were discussed. Credit card use fee was also discussed.

Facilities: Electrical work has been completed for the new freezer. A new lease for 2 years is being drawn up and will be signed by Jon & Ric. Bids to fix the monument sign are being considered.

5. Old Business

Fall Harvest Market: Discussion regarding food, volunteers & setup. Flyer to be sent out.

Logo Design: To be discussed next month.

6. New Business

First look at Budget: Brief discussion with details after the books are closed in January, 2022.

Review Goal Ideas: Goals for the Board to be presented at the next meeting.

7. Committee Reports / Committee roles:

a. Human Resources: Ric

Employee plan discussed and job descriptions will be completed by November meeting.

b. Volunteers: MJ

New volunteer was found to pick up baked goods. Items for the first Sample Saturday were available to purchase at the store. Volunteer signup sheet for the Nov 12 Indoor Farmers Market was posted at the store.

c. Marketing/Promotion: Taren

Waiting for logo and flyer information. Expect to receive electronic files once completed.

d. Facilities / Building: Jon

Fall maintenance is done, the furnace serviced and filters changed.

e. Ideal Corners Giving Garden: No report

f. Farmer's Market: No report

g. Product Committee: No report

8. Executive Session: Opened at 7:02 and closed at 7:09 pm

Next Board Meeting: November 28, 2022 at 5:30 pm Monday

Motion to adjourn: Moved by Ric, Second by MJ – **Motion carried**

Meeting adjourned at 7:11 pm

Respectfully submitted by: Dixie Grothe