



MISSION: To provide access to local, sustainable healthy food and products.

BOARD MEETING AGENDA

DATE: _____

BOARD MEETING MINUTES

DATE: September 11, 2017

Board of Directors

Bonnie Coffey(2019) Steve Roe(2019) Mike Winkels(2019) Taren Saccoman

Pam Cunningham(2020) Joan Ingebrigtsen(2020) Megan Loukota(2020)

Goals established for 2017:

- **Demystify the co-op and who can shop here - this will be done in conjunction with the Food Co-op Coalition through Region 5**
- **Membership increase from 240 to 260 members by end of Dec 2017**
- **August - December average sales per month \$14k**
- **Products committee to introduce 2 new products per month**

1. APPROVAL OF MINUTES FROM 9-11-17

Motion: Joan Second: Taren motion passed

2. OLD BUSINESS

- Treasurer/banking duties update and discussion - change automatic payments from one bank to the other
- Observations on Chili lunch served on Sept 30 - sign up for Crosslake Chili Cook Off next year. Possibility of having a float in the St. Patty's Day Parade in March 2018
- HR Policies needed: Bonnie will talk to employees
- November Fundraiser - volunteers to help organize silent auction, menu and pricing of food (Pam), marketing and getting the word out (facebook, newspaper, email)
- Discounts/Incentive Programs - motion to pass points 1 - 4: Taren second Pam
 1. Discussions about discounts given to members (from previous meetings) in conjunction with Food Co-op Month (October) and website information for IGMC: Employees can choose items for member discounts to save 10% on for the rest of the month of Oct.
 2. Discounts for Employees - yes
 3. Comeback Coupon idea - spend "x" amount of dollars get \$10 off next shopping trip
 4. Refer a friend and get a \$10 IGMC coupon to help surpass the 260 member goal for 2017
- WJJY interview request was made by Bonnie

3. NEW BUSINESS

- Back to Basics Sat 27 - IGMC setting up a booth with some freebies, handing out brochures, etc. Volunteers to man booth, Bonnie with send out message for members
- Next Food Co-op Coalition meeting slated for Wed Oct 11 in St Joseph, MN. Bonnie and Barb are going.
- Marketing plan/committee/coordinator needed - Taren
- Co-op Bucks - Taren
- Coffee - ways to get good coffee, made to order in the co-op/converting small side room into "bistro" type space with wi-fi ???



4. STORE MANAGER'S REPORT

- Thanksgiving week - Open Tuesday, Wednesday & Saturday
- 2nd Saturday Super Sampling to be held the same day as the November Lunch and Silent Auction Function - Super Sampling offerings - dessert items and coffee???
- Concern with Discover Racks and not being updated - what is this costing the co-op
- Hosting the Farmers' Market for the 2018 Season - YES motion: Taren second: Mike
 1. Do we need to hire someone to solely manage, market and run the Farmers Market
 2. Marketing and recruiting of new vendors needed

5. TREASURER'S REPORT/FINANCE

- Continue to increase sales
- Tuesday volunteer to unload the truck

6. NEW MEMBER APPLICATIONS (board approval needed)

Jean R., Jane S., Bob and Lynn S., Lisa B

Motion: Taren second: Steve

Brings membership total to 250

7. COMMITTEE REPORTS

- a. Executive -
- b. Finance -
- c. Human Resources -

8. AD-HOC COMMITTEES

- a. Merchandising/Product Development - Steve R/Joan I - consignment/vendors, new products
Azure drop
- b. Promotions/Recruitment/Membership - 250
- c. Volunteer - Pam - Volunteer list of people to call to help clean or unload truck or ...
- d. Facility Team - Steve R will contact Dan Y regarding his role and also speak to Ron K to establish a comprehensive look at the building and maintenance needs.
List of jobs and tasks to be completed.

9. FOLLOW-UP TASK -

10. NEXT BOARD MEETING -

Monday November 6, 2017 at 3:00 pm