

-Ideal Green Market Cooperative
34988 County Road 39, Pequot Lakes, MN 56472
www.idealgreenmarket.com / 218-543-6565

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

☐ BOARD MEETING AGENDA DATE.

X BOARD MEETING MINUTES DATE: January 2, 2020 5:30 P.M

Board of Directors:

☐ Denise Albrecht-Simpson (2021), X Sandy Baker (June 2021),

X Pam Cunningham (2020), X John Grothe(2022), X Joan Ingebrigtsen (2020),X
Taren Saccoman (2020), X Dan Yavner (June 2021)

GUESTS: X Megan Loukota, store manager

The meeting was called to order at: 5:34

Motion to accept prior meeting minutes:

Mtg Date: January 2, 2020. Moved: ___Sandy Second: _Taren. Motion Carried

1. OLD BUSINESS:10 min

Grants - Denise-Grant Application Opportunities - Grant opportunity thru state for small businesses. Minimum of \$2500 for businesses working on healthy foods/options in their communities.

Petty Cash Box Update - discussion around if we could keep change pouch and and petty cash as same entity. Will combine and have \$200.00 combined petty cash and change

2. STORE MANAGER'S REPORT: 10 min - No written report

1. Going thru files and doing year end organizational activities.

2.Looked at information on freezer for possible grant.

3. Has updated invoice and statement report. Running about even.

4. Minimum order for UNFI is 2 \$500 orders per month.
5. Due to careful management co-op made profit in 2019.
6. Per research: Community involvement is very important . Important to tie into other community events. Ideas are community garden, pancake breakfasts, indoor farmers market, etc.
7. For success of future events: solid preplanning is imperative.
8. Looking at providing beef boxes for future sales.

3. NEW BUSINESS: 40 min

- New member applications. - No new members this month

Bonnie Coffey's Resignation as Treasurer and Board Member - Motion made to accept Bonnie Coffey's resignation. Motion: Dan Second: Sandi Motion carried.

Updating Signers for the Bank :

How many signers are needed for the credit line? Need 2 signers for credit line. Current signers for checks are Megan Loukota, Dan Yavner, and Joan Ingebrigtsen, and for credit line is Dan Yavner and Joan Ingebrigtsen. For now we will leave it as is.

Currently have credit card thru Riverwood Bank, and using for reoccurring expenses.

Have debit card for incidental expenses.

Region 5 Meetings: January 16th. Dan Yavner is attending. One other opening available.

Region 5 will reimburse \$50.00 for up to 2 members. Only had 1 person go to each of last 4 meetings. Discussed reimbursing driver \$40 for gas and \$10 for lunch, and 2nd person will be reimbursed \$10 for lunch. Must turn in receipts. Motion for above made by Jon and Second by Taren. Motion carried.

Reviewed dates for upcoming Region 5 meetings. - Scheduled for March, May and July.

Goal is to send 2 people to each

Aging Expo: Do we want to participate this year? - Cost of space will vary by location at event. Cost ranges from \$150 - \$3000 for large sponsorship. Event is scheduled for April 25, 2020. May not sell anything, but could hand out samples, or discount cards. Motion made to purchase spot for \$150- Motion Sandi. Second: Dan. Taren will plan to attend, and will look for others to volunteer as well.

Back to Basics: February 15th– Need 2-4 people to set up and work at our table. Megan will attend and represent the co-op.

Note: January Goal: Member Loan Program- How much do we owe? How many people have decided to donate the money loaned? When do we need to pay people back. What was the agreement?

4. COMMITTEE REPORTS Total 30 min

a. **Treasurer:** Looking at saving money on credit card purchase transaction fees. Will continue to evaluate. Credit card charges in December \$386.94. Reviewed expenses sheet. Reviewed budget and expenses. Per end of December co-op came in under budget for expenses. Current accounts payable are \$11,000.

Country wide tax services are currently working at cleaning up quikbooks, and will be much cheaper for our taxes. But unable to give us specific price at this time. Discussed non profit status. We are a pass thru organization.

b. Human Resources—Hiring Outdoor Farmer's Market Coordinator - Will meet in January and hopefully find coordinator there. Checked with Joselyn and not sure of schedule . If want coordinator then must be available on Saturdays. Will try to find someone to possibly work as additional cashier. Also additional cashier would be nice - must be 14 or older.

c. Volunteers —Denise –Volunteer Call List Forms being handed out at register.

d. Marketing/ Promotion Advertising Calendar for 2020 Quarterly Meeting? Ask for members to attend and help with committee.

e. Product— On hold until March..

f. Facilities—Dan - Need to address ramp at back door. Too steep and very slippery in wintertime. Could be big liability.

g. Bylaws—Dan/ Denise- Per Dan: when ready, changes to bylaws will be submitted to entire board for review and possible additional changes.

5. UPDATES, CONSIDERATIONS, OTHER DISCUSSIONS:

A. Discussed adding Katie Peterson to the board and her possible role of treasurer. Some of the board members may try to meet with her prior to our next meeting.

B. Discussed having actual treasurers report, and have it happen at the start of meeting. Also, will consider approving treasurer's report. Further budget concerns will continue to be discussed under committee reports.

6. NEXT BOARD MEETING: Monday [February 3, 2020 5:30 PM

7. ADJOURN. Moved: _Dan. Motion carried. Meeting adjourned at 7:40

Respectfully submitted by Pam Cunningham - Secretary

Minutes approved via email: Motion to approve with changes made by Dan. Second by Sandi. Vote to approve by Dan, Sandi, Jon, Taren, and Joan. Motion carried. Minutes approved.