



IGM Board of Directors Meeting Minutes

Date: January 3, 2022

Called to order at 5:00 pm

Attendees: Jon Grothe, Taren Saccoman, Dixie Grothe, MJ Schneider, Megan Loukota

1. GUESTS: Megan Loukota, store manager

2. Secretary's Report: Dixie

Motion to accept prior meeting minutes: Moved by Taren; Second by MJ – **Motion carried**

3. Treasurer's Report: Dixie

Sales: Week 12/20: \$4,645; December: \$24,535; Year End: \$295,077 (profit margin improving)

Bank checking balance to date: \$5,230

Loan balance: \$1,168.89 (payments of \$220 with \$214.90 on principle & \$5.10 interest)

Profit & Loss year-to-date: \$606 net income (QB closed about the 10th each month)

Balance Sheet (RWB): \$4,820

Taxes: IRS return receipt for form 941 received by the IGM Treasurer. No further action needed.

Savings: January 2022 started with account opening of \$50 + \$50 from checking = \$100. \$100 each month will be deposited with an eye on the best time to do it, given other commitments.

Motion to accept treasurer's report: Moved by Taren; Second by MJ – **Motion carried**

4. Store Manager's Report: Megan

Staff: Linda is doing well at the store. Hours spent on VEND has improved since Megan went through and cleaned up the files. Need to get boxes of files into file cabinets downstairs.

December Sales 2021: \$24,656; December 2020: \$21,201; December 2019: \$10,524

New Members: 4 ; We had 50 new members in 2021.

Product: 95% of inventory is completed. Finalize bulk section and general grocery.

Marketing: Newsletter for January is completed for Facebook post.

5. Old Business

POS system update: VEND has improved so not necessary to consider new system currently.

Action Log: Slower in off season.

6. New Business

New Co-op Members (4): **Approved.**

Audit: Review completed and revealed average break-even expenses were \$5,800 through November with December's figures likely to reflect the same average expense/month.

7. Committee Reports / Committee roles:

a. Human Resources: Taren – no new activity

b. Volunteers: MJ

Super Sample Saturday in December a little slower than last month. Sample Saturday on January 8th products are lined up and available to buy that day. February's theme will be "Movie Time". Interest shown in volunteering and following up by phone and email.

c. Marketing/Promotion: Taren

Write a letter to the editor highlighting the area events with a mention about the Ideal Green Market Cooperative. Distributing more brochures once they're printed.

d. Facilities / Building: Jon – no new activity

e. Garden: Denise – no new activity

f. Farmers Market: Taren reported that plans have started for the 2022 season. Denise will discuss further at the February meeting.

8. Executive Session:

Next Board Meeting: February 7, 2022 at 5:00 pm Monday

Motion to adjourn: Moved by MJ; Seconded by Dixie – **Motion carried**

Meeting adjourned at 6:07 pm

Respectfully submitted by: Dixie Grothe