



## IGM Board of Directors Meeting Minutes

Date: June 6, 2022

Called to order at 5:05 pm

**Attendees:** Jon Grothe, Taren Saccoman, Dixie Grothe, Denise Albrecht-Simpson, Karyn Penn, MJ Schneider, Megan Loukota

**1. GUESTS:** Megan Loukota, store manager

**2. Secretary's Report:** Dixie

Motion to accept meeting minutes as revised: Moved by Taren; Second by Karyn – **Motion carried**

**3. Treasurer's Report:** Dixie

Sales: May was about \$25,833 shown by weeks. Total sales since January of \$104,826 averages \$20,965/month.

Bank: The checking account balance on the statement dated 05-31-22 was \$4,425.22.

The savings account balance on 05-31-22 was \$508.00. The loan balance is \$4,082.57 with monthly payments of \$220.

Tax Update: 2022 Tax Returns will be signed and mailed the first part of June. CPA was paid \$600.

Accounting: Both Riverwood bank statements and loan principal/interest for May were sent to Kim/accountant for reconciliation.

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

**4. Store Manager's Report:** Megan

Staffing: Discussion about covering hours and Megan's tasks at the store.

May Sales 2022: \$26,214; May 2021: \$24,325; May 2020: \$38,635; May 2019 \$17,210

New Members: Approved 6 new members.

Finance: Reported that petty cash and distribution information is in place for QuickBooks records.

Product and shipping costs are changing quickly, making it a challenge to keep up with pricing.

**5. Old Business**

Action Log: Karen updated the Board on outstanding items and "to do" list.

Credit Card Sale Implementation: The new CC reader was installed and is functioning without issues.

Staffing Update: Board discussion of new hires and their respective hours and start dates.

**6. New Business**

Annual Meeting Planning: The Board planned a picnic menu of BBQ sandwiches, coleslaw, bagged chips, cookies, and water to be served by the Board. There were 17 people signed up to date. The Board will introduce themselves and make brief statements as they apply to their role on the Board.

## **7. Committee Reports / Committee roles:**

a. Human Resources: Taren (Karyn assisted)

Oriented two new Sales Associates in May.

b. Volunteers: MJ

Cards of thanks need to be printed for distribution to volunteers.

c. Marketing/Promotion: Taren – no new activity

d. Facilities / Building: Jon

The front deck was refinished and looks much better. A lending library was installed on the North side and the wheel stops are in place in the front and the North side. The floor in the store was stripped of stickers and thoroughly cleaned. Interior signage was repaired and installed.

e. Ideal Corners Giving Garden: Reported that it was cleaned out and new compost was put in.

f. Farmer's Market: Denise

We're off to a great start with all 17 spots taken by vendors and may add a few more as needed. The next Kids' events will be the Scavenger Hunt on July 2 and the Garden Tour on August 13. They will run from 10 am to 12 noon.

g. Product Committee: Signage for bulk goods was relocated. Mainly ideas were discussed and product comparisons made. Changes to be determined.

## **8. Executive Session:** Went in at 7:47; Came back out at 8:39

**Next Board Meeting:** June 27, 2022 at 5:00 pm Monday

Motion to adjourn: Moved by Taren – **Motion carried**

Meeting adjourned at 8:40 pm

Respectfully submitted by: Dixie Grothe