



IGM Board of Directors Meeting Minutes

Date: September 1, 2021

Called to order at 6:06 pm

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

1. GUESTS: Megan Loukota, store manager

2. Secretary's Report: Dixie

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

3. Treasurer's Report: Dixie

- a. Sales for the month: \$26,090 (as shown on Manager's Report)
- b. Tax Returns: Balanced with Manager's annual report ending 12/31/2020.
- c. Discussed setting up a budget and decided to try an excel template based on prior expenses.

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

4. Store Manager's Report: Megan

Discussed "SOS" text for help to open the store and be at the register to cover Megan and Taren agreed to make calls if Megan can't. Discussion about the need for more volunteers to cover stocking, register help, and cleaning.

August Sales: \$26,090, down from last year (\$29,903) but up from sales in 2019 (\$21,065).

New Members: 3, bringing the total to 31 in 2021.

5. Committee Reports / Committee roles:

a. Human Resources: Taren

Reposting help wanted in "indeed" cost \$40 – not approved to post. Use free social media like Facebook to get the word out. Follow up with local newspapers.

b. Volunteers: MJ

Need help at the Farmers Market and to help with kids' activities in September, specifically the children's activities. Volunteer signup is posted inside the store out of the way of checkout.

Volunteers continue to be contacted from the membership list and will focus on those who live here.

c. Marketing/Promotion: Taren

Discussion about North side of the building parking area needs a plan & estimates for cost, as well as Board approval for the plan before starting work. (The POS system and cost associated is a priority.)

d. Facilities / Building: Jon

The new product room has been painted and will finish trim in September. Farmers Market items will be moved at the end of September. The new space will be operational the first part of October. Karyn will work on replacing the rubber mat in front of the store.

e. Garden: Denise / Geoff & Bonnie, assist.

Continuation of plans from last year was successful. Many garden vegetables were planted & are harvested for donation to the Crosslake Food Shelf. An estimated 6-12 families received produce.

f. Farmers Market: Denise

Much discussion on the details about the operation, the time required, and the management responsibilities. It's taken about 245 hours to date and covers about 20 weekends. Most of the time currently is spent on getting vendors to come to our location so we look full. Denise & Taren will explore the possibility of vendor-run Farmers Markets for next year emphasizing "community".

6. Old Business

a. Dumpster Lock: It's installed and working.

b. POS system: Discussion on specific needs for the store will be reviewed by Megan and Karyn for presentation at next month's Board meeting.

c. John Carlson: Any further advice from John on the POS system, ordering, and inventory will be explored by Megan & Karyn.

d. Action Log: Ongoing updates by Karyn. Misc replacements and improvements made for the store.

7. New Business

a. Senior Expo: On September 25th, the store will provide a give-away basket for a drawing and the winner will pick it up at the store.

b. New Co-op Members (3): Jolene L., Kenny G., Rayce J. (Last names to be included from now on.)
New Members Approved.

Next Board Meeting: October 4, 2021 at 5:00 pm

Motion to adjourn: Moved: Denise ; Second: Taren – **Motion carried**

Meeting adjourned at 8:11 pm

Respectfully submitted by: Dixie Grothe