



## IGM Board of Directors Meeting Minutes

Date: February 27, 2023

Called to order at 5:30 pm

**Attendees:** Jon Grothe, Denise Albrecht-Simpson, Dixie Grothe, MJ Schneider (Ric Carlson and Cristobel von Walstrom submitted email reports)

### **GUESTS:**

- ☐ Megan Loukota, product manager

### **ADDITION TO THE AGENDA:**

Hire a PT person for checkout - discuss during the Executive session.

#### **1. Positive Observations:**

Back to Basics (B2B) a success, an estimated 300 people visited the IGMC table. Appreciate Megan's industry knowledge evident at the event.

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

Motion to accept the 01-23-2023 meeting minutes. Moved by Denise; Second by MJ – **Motion carried**

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

Sales and Financial reports were submitted. The 2023 Budget was reviewed and approved.

Motion to accept the treasurer's report. Moved by MJ; Second by Denise – **Motion carried**

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

New Members: None.

Products: Weekly adjustments made to keep ahead of increasing prices.

Finance: Sales are slow, which is typical for this time of year, but slightly more so. Again, caution must be used to anticipate costs and sales as we go into spring.

#### **5. Old Business**

Mighty Community Markets class update: Class is completed. Certificate is available at a cost for professional status but not needed to run the store.

Customer Credit Cards: There have been no complaints about credit card charges.

Freezer/Cooler: The cooler has been sold and will be picked up as soon as the weather permits.

New Manager: Interviewed two likely candidates, one of which was discussed extensively as the more likely to meet the co-op's needs for a store manager. Will have second interview with them this week. An image and introduction will be posted on the website and in the local newspapers if hired.

## 6. New Business

2023 Budget Approval: Reviewed & approved. Moved by Denise; Second by MJ – **Motion carried**  
Manager Resignation: Discussed continued hours to help new manager through the end of March or earlier if transitioning well.

Regrettably, the Board has accepted Megan's Loukota's resignation as the IGMC's product manager. Moved by Dixie; Second by MJ – **Motion carried**

## 7. Committee Reports / Committee roles:

### a. Human Resources: Ric

Job descriptions for Store Manager and Sales Assoc/Cashier positions were completed and flyers distributed. In all, there were 5 applicants and 2 possible candidates from them. They were interviewed and a second interview is set up for this week with the most likely candidate. We may need to operate with reduced staff unless volunteers step up to help.

### b. Volunteers: MJ

The handyman job for the store is open to volunteers. MJ will check with her contacts to cover the lawn and building maintenance. Dixie will contact members willing to help with trimming around the building and parking lot this summer. Found 2 volunteers for the Indoor Farmer's Market on 4/22.

### c. Marketing/Promotion: Cristobel

Extensive ideas for marketing were submitted for goals, channels via physical and virtual means, with potential ideas to explore further. A limited budget from the co-op is available for advertising but the Board encourages use of free avenues, then possible donations from members.

### d. Facilities / Building: Jon

No longer have Dan's help, although since recently back unexpectedly, checked the store and mechanicals. He'll be gone indefinitely from the area to take care of family. Need volunteers.

### e. Ideal Corners Giving Garden: Geoff (by email)

Denise will write a letter requesting a Community Service grant of \$500+ for a garden tool shed. All produce will be donated to the local area food shelves again. Plan to enlarge the garden.

### f. Farmer's Market: Denise

Indoor Farmer's market is April 22<sup>nd</sup> from 9am to 2pm. Lunch was discussed but it will not be provided by the co-op. Alternatives were discussed briefly but dismissed until next month.

### g. Product Committee: Discussed need to continue and is tabled until a later date.

**Next Board Meeting:** March 27, 2023 at 5:30 pm Monday

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

Meeting adjourned at 7:15 pm

Respectfully submitted by: Dixie Grothe