



# IGM Board of Directors Meeting Minutes

Date: June 26, 2023

Called to order at 5:38 pm

**Attendees:** Jon Grothe, Denise Albrecht-Simpson, Dixie Grothe, MJ Schneider, Ric Carlson, Cristobel von Walstrom

## **GUESTS:**

Roxanne Carlson (store manager); Lance & Robyn Bragstad; Taren Saccoman; John & Mary Plein; Bill Gilman

## **1. Positive Observations:**

More interest in volunteering from IGMC members.

**OPEN FORUM:** Opportunity to speak now and kept to 3 minutes. It is also available to comment toward the end of every Board meeting and before the Executive Session where all but the Board are dismissed.

A “Quorum” of membership at the Annual Member Meeting is defined as a minimum of 10% of IGMC members attending the annual meeting in its entirety in order to vote. We may call a special meeting of members to revise or amend the by-laws.

Board Members are currently appointed because we haven’t met a quorum in order to vote.

A Board candidate letter and application will be distributed to interested individuals who will return a completed pdf to: [board@idealgreenmarket.com](mailto:board@idealgreenmarket.com) . The email will be monitored by the Secretary of the Board. All Board applications will be reviewed by the Board of Directors at the following Board meeting.

## **2. Secretary’s Report: Dixie**

Motion to accept the May meeting minutes. Moved by Denise; Second by Cristobel – **Motion carried**

## **3. Treasurer’s Report: Dixie**

To receive financial reports or ask questions regarding the co-op, contact [board@idealgreenmarket.com](mailto:board@idealgreenmarket.com)

Motion to accept the May treasurer’s report. Moved by Denise; Second by Ric – **Motion carried**

## **4. Store Manager’s Report: Roxanne**

New Members: 5 new members were approved.

Staffing/HR: Elsa started PT work May 31, 2023, is friendly, and acclimating wonderfully.

Products: Sales allow purchase of more products as we go into summer. Beef is selling well, is competitively priced, and other sources researched to keep supply as consistent as possible.

Sales are currently down by \$17,000 over last year at this time. Payment plans to UNFI & CPW are in place. Summer sales should pick up to take us through this winter if we have interest from the community.

Finance: Invoicing has leveled out and QuickBooks entries are continually updated now.

## **5. Old Business**

Freezer: The new chest freezer is maintaining temperature but another one is needed for ice cream. That’s on “Hold” until funds can be raised for it.

## 6. New Business

Annual Meeting Review: Attendance for a quorum wasn't met but sincere concerns were expressed, and actions were discussed by the Board to get the word out to members who didn't come. It was decided that member letters will be sent regularly, and updates will be posted on Facebook, Instagram, "Threads" (replacing Twitter), and the IGMC website. Food for the potluck was abundant and we enjoyed many delicious and healthy dishes using co-op ingredients.

Board Member Appointments: Current Board Members keeping their current positions are Jon Grothe, President; Ric Carlson, Vice President; Dixie Grothe, Treasurer. Denise Simpson was appointed to take the position of Secretary. The other appointed Board Members are MJ Schneider and Cristobel Von Walstrom who will continue to manage volunteers and marketing, respectively.

Votes were balloted from the Board. Motion to approve by Ric, Seconded by Denise. – **Motion carried**

Committees: Store hours will be reviewed as well as bulk orders for potential financial profit to the co-op.

## 7. Committee Reports / Committee roles:

### a. Human Resources: Ric

Favorable comments received from members and customers about the new manager. Else enjoys the job and works well with Roxanne. Backup plan being worked on for times either isn't able to work.

### b. Volunteers: MJ

A volunteer list is building and now have 15 solid volunteers. Mary and Janna will clean floors every other week. Ron Kidder will be "on call" at the register, as well as Rayce Jonsrud and Janna Blanski. Written instructions will be available, and Roxanne will compile it. Sandy and Ann will continue to bag veggies.

### c. Marketing/Promotion: Cristobel

Digital marketing is progressing and the member email will go out weekly. The survey submitted at the Annual Member Meeting revealed that "local" is still important, the Farmers Market and healthy products are key factors. Food and Board transparency needs improvement, along with marketing and store hours. For a complete list, send your request to [board@idealgreenmarket.com](mailto:board@idealgreenmarket.com)

### d. Facilities / Building: Jon

Cooler monitoring devices were suggested to make sure they're functioning properly.

### e. Ideal Corners Giving Garden: Geoff (via Denise)

Bonnie and new volunteers will help again this year. Donations will continue to go to Crosslake, Pequot Lakes, and Breezy Point food shelves.

### f. Farmer's Market: Denise

The Farmers Market needs a manager/cashier. Denise will continue to manage until someone is found to organize vendors, put up road signs, set up/take down POG table, and accept "Square" sales. Paid stipend.

## OPEN FORUM:

A request was made for the President to send out a letter by mail to Members with explanation of the current status of Ideal Green Market Co-Op. A cash donation of \$340 was collected and will be earmarked for that purpose.

**Next Board Meeting**: July 24, 2023 at 5:30 pm Monday

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

Meeting adjourned at 8:00 pm

Respectfully submitted by: Dixie Grothe