

**Ideal Green Market**  
**Board of Directors monthly meeting minutes**  
**Monday, Sept 7, 2020**

Called to order 5:30pm

Board Members Present: Sandi Baker (2021), Jon Grothe (2022), Karyn Penn (2023), MJ Schneider (2023), Denise Simpson (2021), Dan Yavner (2021).

Guest: Megan Loukota, Joan I

**MOTION:** accept prior minutes, Dan Y 1<sup>st</sup>, Denise S 2<sup>nd</sup>, **MOTION PASSED**

Treasurer Report: Income statement provided (attached).

-Credit Card charges: Dan wants to change where this is listed for accounting purposes to show it's an expense and part of cost of goods sold.

-Payroll is higher than last year due to no volunteers working cash register (COVID) and there is more product that takes more time to process/unload.

-older invoice w/Clausen CPA has been paid off!

**MOTION** to accept treasurers report: Sandi B 1<sup>st</sup>, MJ S, 2<sup>nd</sup>, **MOTION PASSED**

**1. OLD BUSINESS**

-Good Food Access Workshop: Racial Justice/Food Justice-intercity of Mpls bringing in healthy foods to their area—small community garden and farmers market. They are working with youth-a mentor program to develop young people. They have cooking workshops. Joan I is attending the last zoom meeting and will report back to us. Thank you Joan.

-Co-op Coalition Zoom Meeting 9/17—Joan and Jon will attend

-Snap (Joan I): she has completed the application, we now need to purchase the machine for \$350 and then change our credit card processor. We wanted to know if there was a minimum of usage. This question no one can answer, but it is possible we would rarely use it. This is not WIC, so we'd need to add that (we will not qualify) in order to market to young families. Megan L will keep the information on file.

-By-Laws: noted—we are a 308B Co-op. The board must approve all membership applications. We will approve at board meeting with names mentioned, but minutes will reflect the new member count only. We are NOT making a change to that section of the By-Laws... Karyn has noted that no other co-op allows voting by proxy, but that they state quorum is met by "x" number of ACTIVE MEMBERS. We need to determine our definition of active members and re-calculate the actual amount of active members and then see how many members it would take to get to a quorum. We will continue to work on possible changes to the By-Laws.

-Member loan update: total outstanding is \$11,800. Debt forgiveness is "income", Dan looking to see if we earn it all in this tax year or spread it out for a tax savings. We need to settle by Jan 31, 2021.

-savings for winter: Megan and Dan always thinking of putting something away and will let the board know if there is excess cash to do so.

-co-op brochure: 500 ordered at a cost of \$200 (thanks Karyn)

## **2. STORE MANAGER REPORT**

-Zach & Camile's hours will be adjusted due to school. Megan will let us know if we need to hire someone. She could use cashier volunteers during the week—Wednesday, Thursdays and Fridays.

-When Farmer's Market is done, Kathy will work during the week rather than Saturdays. Megan continues to train her to have some ordering knowledge.

-looking into bulk soaps/cleaning supplies. Megan has ordered some for her household to try and will get back to the board.

-VEND can connect to quick books!

-constant contact is who we use now, but if we change to mail chimp, it would be easier and may save us \$20/mo.

-member benefits/deals, who sets those? Megan. Ideas were discussed such as 10% off on your birthday, punch cards. She reminded us of last year Feb's deal—chocolate tarts. She continues to set the member "deals"

## **3. NEW BUSINESS**

-New Membership applications: We have 5 new members

**MOTION:** Accept new members. MJ S 1<sup>st</sup>, Sandi B 2<sup>nd</sup>, **MOTION PASSED**

## **4. Committee Reports:**

b. Human Resources

c. volunteers: We need a volunteer squad to deep clean the store—Dan looking into a few ladies and will get back to the board with details. \*\*\*\*\*Volunteers for cashiers needed!!! Also for bagging bulk items...\*\*\*\*\*

d. Marketing/Promotion Advertising:

-Gift Certificates the board gave out as gift/advertising/new membership drive: Megan did not have a count of how many gift certificates were used.

-FUNDRAISING: possibilities of a drive-up/to go chicken dinner were discussed—MJ to talk to Jeff/Old Mil. Maybe ask Pam to talk to him as well? Denise will talk to both at Farmers Market... When could we do one? Last year we made good money at the November harvest dinner—but remember ALL food was donated, and we had a silent auction...

-SNOWBIRD DONATIONS: do we want to ask again? Megan will find last year's letter and will get with Karyn to revise/update for use this year.

e. Facilities: Dan will check with Barb M (garden) to see if water can be turned off and line drained. He is also working on volunteers to do a deep clean of the store.

**Next Meeting will be on Monday, October 5, at 5:30, inside at Ideal Town Hall.**

Meeting adjourned 8:03 pm

Respectfully submitted, dkas