



34988 County Road 39  
Pequot Lakes, MN 56472  
www.idealgreenmarket.com / 218-543-6565

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MISSION: To provide access to local, sustainable and healthy food and products.

☐ BOARD MEETING AGENDA DATE

☒ BOARD MEETING MINUTES DATE: May 4, 2020

Board of Directors:

☒ Denise Albrecht-Simpson (2021), ☒ Sandy Baker (June 2021),

☒ Pam Cunningham (2020), ☒ Jon Grothe (2022), ☒ Joan Ingebrigtsen (2020), ☒ Taren Saccoman (2020), ☒ Dan Yavner (June 2021) Katie Peterson (2020)

GUESTS: ☒ Megan Loukota, store manager

The meeting was called to order at: 5:36 pm

Motion to accept prior meeting minutes with 1 change

Mtg Date: 3/10/2020 Moved by Denise Albrecht-Simpson. Second by Taren Saccoman. Motion carried.

**OPEN MEETING SECTION FOR GUESTS:** No additional guests present

**TREASURER'S REPORT:** Treasurer's report sent to, and reviewed by Board. All bills are currently up to date. Motion to accept treasurer's report made by Dan Yavner.

Seconded by Denise Albrecht -Simpson. Motion carried.

Assistant Treasurer- Dan Yavner - Book keeping report given.

1. Tax prep for 2019 is in progress.

2. Received approval for Federal Payroll Protection Plan loan

## 1. OLD Business

\* Grant Applications update - Denise - no update

\* SNAP Update - Joan- Process continues.

\* Farmer's Market - Begins May 16th. Due to statewide restrictions there will be no samples or food allowed; therefore, we will not be having a fundraiser. Several vendors are scheduled. Jenn is doing a great job! Has set up Facebook page for vendors.

**2. STORE MANAGER'S REPORT:** \* Manager's report submitted.

Motion to purchase advertising in Taste of Life Magazine made by Taren Saccoman. Seconded by Sandi Baker. Motion passed.

Will plan to sell old shopping carts. Motion to purchase 10 shopping baskets with stand made by Taren Saccoman. Second by Sandi Baker. Motion passed.

**3. NEW BUSINESS:**

\* New member applications. - 6 new applications. Names: Sandy R., Shirlee A., Stacie/Blair W., Tammy B., Kellie L., Wendy K. Motion to approve six new member applications made by Denise Albrecht-Simpson. Second by Taren. Motion passed.

\* Freezer Purchase - Discussed purchase of new freezer that is needed. Decided to purchase 2 small freezers at a cost of \$823.50 each. Small freezers will have smaller baskets that will be easier to handle.

\* Plan to payoff member loans - IGCM currently has member loans of approx. \$11,000. Will address this issue before June 23rd Annual Meeting. Joan will draft a letter that will address how we will begin the payback process.

\*Annual Meeting Planning - Proxy forms - June 23, 2020 at 7:00 pm. We will need financial statements to compare 2018 -2019, and will include the first few months of 2020 to show the increase in sales.

Proxy forms: Denise to review and bring to next meeting.

#### **4. COMMITTEE REPORTS**

\*b. Human Resources—Taren - Motion to give Zach a raise made by Denise Albrecht-Simpson. Second by John Grothe. Motion passed.

Motion to give store manager Megan Loucota a \$250 bonus made by Denise Albrecht-Simpson. Second by Sandi Baker. Motion passed.

\*c. Volunteers —Denise -Volunteer Coordinator – store volunteers for summer - No discussion

\*d. Marketing/ Promotion Advertising Calendar for 2020 - Taren, Jon and Jenn - No discussion

Chamber of Commerce- Volunteer - No discussion

e. Product—Sandi and Joan – New Product Update - Sandi is looking at T-shirts for co-op to sell.

f. Facilities—Dan- Covered in manager's report

g. Bylaws—Vote on Revised By-laws - Will review at next meeting on May 18th.

#### **5. UPDATES, CONSIDERATIONS, OTHER DISCUSSIONS:**

**6. NEXT BOARD MEETING:** Monday May 18, 2020 at 5:30 pm

**7. ADJOURN** - Motion to adjourn meeting made by Dan Yavner. Meeting adjourned at 7:55 pm.

Minutes respectfully submitted by Pam Cunningham - Secretary