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| **Attendees:** |
| Kelly Matthews X | Nicole Waltemath X |  |  |  |
| Stephanie Gyldenvand X | Brenda Haines (sick) |  |  |  |
| Lawrence Stahowiak X | Cynthia Thorpe X |  |  |  |
| Paul Van Auken (absent) | John Scheelk X |  |  |  |
| Brenna Root X |  |  |  |  |

| **Topic** | **Facilitated by:** | **Discussion** | **Actions** |
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| Call Meeting To Order | Kelly | Kelly called meeting to order at 8:08pm. |  |
| Guest Speaker: Speaking about Sustainability Institute at UWO | Za Baron | Sustainability Institute – bringing all pieces of sustainability on UWO campus together. Started back in 2001 (Earth Charter), 2008 (Fair Trade Campus), 2015 Sierra Club “Cool School” 2016-2017 (Sustainability as core element)Next steps: invite external organizations that are interested in the concept of sustainability. Luncheon in April would be gathering feedback from the community. Ask: Does the co-op want to be a community partner at this point in the timeline of the Sustainability Institute? The next step would be an invitation to the luncheon. |  |
| Member Comment | All |  |  |
| Approval of Minutes | All | Nicole motion to approve minutes from 01-04-17 meeting, John 2nd.Stephanie abstain. Minutes approved.  |  |
| Treasurer’s Report | Lawrence | Savings: $36,051.96Checking: $334.85Oshkosh Community Foundation: $4,982.75Members: 322Part Time Members: 34Mail: New Cooperative Grocer magazine. Mail for Nicole: Commercial Policy with Insurance will renew in May – Nicole will look at it and resubmit. |  |
| New Members |  | Kristin Idhe (Linda Perteska recruited as member) |  |
| Standing Business |  | **Standing Business** |  |
| Taxes | Nicole | Taxes are primarily done, will need to get a few questions answered. $250 fee Wegner CPA will need to be sent. Kelly motioned to pay the tax fee. Stephanie 2nd. Sales taxes are done and sent off. | Nicole will pay $250 and file taxes. |
| Board Retreat |  | Board Retreat: 1-29-17 (Sun) 10-3 timeline plan; look at Up & Coming information; revision of Mission/Vision; Farmer/Lenders outreach; Staff hire; Grow Op 3.0; building vol capacity; meeting times for co-op board meetings | Need to figure out food, Nicole will start a feed on basecamp to sign up for food. |
| Mentorship with PFC |  | Stephanie and Kelly will chat |  |
| Grants | Paul | USDA grant, can we apply? |  |
| Co-op Grow-op 3.0 | Cynthia/Brenna | Everyone on the board will be part of planning this grow-op. Board is looking at one large event, going to be end of May or June, similar format to other grow-ops. Each member will bring 3 people. Could use the convention center.Need a late March annual meeting. Invite ‘A’ Team members to 1/29 board retreat, noon -1:30 to help us plan the co-op grow-op. (Cynthia has contacted her people, Brenna is contacting Susie, Nicole is contacting Julie, Brenda will reach out to Sam)Next Grow-op planning meeting is 1/25 at Blue Door at 7pm. |  |
| Pro Forma |  | Nicole is trying to get schedules from everyone. We need to pay for the pro forma work. Motion to pay CDS consulting bill and work out logistics later. We still have seed grant and door prize money to spend. | Look for door prize email. |
| Gift of the Co-op |  | Brenda reworking design on the image for the mug, until we have an update, we will table this |  |
| Winter Market |  | Feb 11th Winter Market1st shift: John (can pick up materials after Tuesday, January 24th)2nd shift: Kelly, Sue Ziegler (Kelly will catch her up, do mini volunteer training) |  |
| Membership Cards |  | We need to locate the membership cards | Brenda will put a copy of final membership letter that was sent out with cards on basecamp.Brenda - are membership cards at BDC?New membership card to Suzy C at UWO, get to Paul (doesn’t need to be mailed) |  |  |  |
| Tech Update | Kelly | Network call on Tech 1-9-17 – Hank at Roger Park, IL is willing to help us with NationBuilder! Will not charge us because co-ops help co-ops! | Call Tech Team meeting  |  |  |  |
| Social Media |  | Push for 400 with images from Brenda, depends on social settings if pictures are shared. |  |  |  |  |
| Board Letter |  | Board letter is posted on basecamp. Next edition we’d like to do a volunteer spotlight. If you have people who have volunteered, please let Kelly know. | Brenna will send board letter.ALL: If you know people who have volunteered for co-op, send to Kelly |  |  |  |
| Meet and Greets | John | Will set up a date with Ken at Planet Perk, giving options of Feb 18,19, 25,26. Event will happen at 3pm at Planet Perk. Contact church next door to see if they’d invite congregation.Next: End of June, after co-op grow-op (Splash Pad) Allison looking into thisAugust – bike rideDecember – manila  |  |  |  |  |
| Compost Sale | John/Allison | April 29th 9am-noon  |  |  |  |  |
| Fundraiser at Chipotle | Allison is planning | Chipotle in Appleton, tentative for February 11th. Customers who ate there on that night, 50% of profit would come back to the Co-op. |  |  |  |  |
| Up and Coming | Kelly | Basecamp to work out details. | Basecamp message should be started to figure out who is going, if people are sharing rooms |  |  |  |
| Outreach  |  | **Any other outreach events:** Any new events? * 1-23-17 Horace Mann school in Neenah [Kelly/Angie]
* Faith Outreach Committee: Laura Hartman, Paul, Stephanie?
* Well Oshkosh, Fri 7-28-17 from 7:30-8:30 [Stephanie/Brenna]
* Jan 12th Thurs, 6:30 Oshkosh Garden Club [Brenda]

In progress: * AAUW, 3/28/17 (30 min + Q&A) meeting time: 6:30 [topic – brief history of Co-ops; mission/vision/plans for OFC][Paul]
* Stevens Park Neighborhood Association – Samara connected us for presentation; Ron Hansche will be in touch in late Feb to schedule
* Update: School district meetings: John
 | Kelly will get Ron’s email to Stephanie for Neighborhood Assoc.How did Garden Club Presentation go? Brenda.Kelly doing event 1-23 at Horace Mann |  |  |  |
| FB Giveaway | Kelly | Beer or Chocolate? Random giveaway to next person who joins! | Kelly will do a FB post |  |  |  |
|  |  |  |
| Adjourn | All | **Adjourn**Stephanie motion to adjourn meeting. John 2nd the motion. Meeting adjourned at 9:18pm. |  |