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| **Attendees:** | | | | |
| Kelly Matthews X | Nicole Waltemath |  |  |  |
| Stephanie Gyldenvand X | Brenda Haines X |  |  |  |
| Lawrence Stahowiak | Za Barron |  |  |  |
| Paul Van Auken X | Melissa Weyland |  |  |  |
| Brenna Root X |  |  |  |  |

| **Topic** | **Facilitated by:** | | **Discussion** | | | **Actions** |
| --- | --- | --- | --- | --- | --- | --- |
| Call Meeting To Order | Kelly | | Kelly called meeting to order at 6:42 pm. | | |  |
| Member Comment | All | |  | | |  |
| Approval of Minutes | All | | Stephanie motion to approve minutes from 6-7-17 meeting. Paul 2nd. Minutes approved. | | |  |
| Treasurer’s Report |  | | Savings: $57,812.77  Checking: $197.35  Oshkosh Community Foundation: $4,991.65  Seed Grant: $1,121.96  Members: 478  Part Time Members: 53  Total: 531  Mail: None to report.  Books/Taxes: None to report.  Credit Card Application: Nicole, Kelly, and Lawrence are setting up a meeting. | | |  |
| New Members |  | | Bare Bones: Dinah/Tom Kimberly, Scott/Melanie Hunt (Farmer’s Market), Kevin/Lisa Crawford  Other: Nikki Stoll/Chris Olthoff, Julia Stephenson, Vicki/Donald Lofgren, Susan McDermott/Jon Lowney; Suzann Mosling; Madonna Hill; No new PP members | | |  |
| Standing Business |  | | **Standing Business** | | |  |
| Brochure |  | | Order amount confirmed? Placed?   * Glossy vs. Matte * Order   Shaw – Studio 3 would like to have brochures, also suggested space for Farmer’s Market outreach. Brenna will respond to email. | | | Brenda please order 5000 glossy brochures   Kelly drop off brochures at Studio3 |
| Membership Information/Onboarding | Melissa | |  | | | Review on basecamp |
| June Letter | Brenna | | 30 returned emails from latest June letter from the Board. | | | Lawrence, please bring brochures to next meeting so we can double check email addresses. |
| Frontier Buying Club | Kelly | | Board discussed the proposal and alternative scenarios. Kelly will follow up with Anne. | | | Kelly will meet with Anne. |
| Co-op Grow-op |  | | Member cards were mailed out!  Over 530 members, join now, join the excitement, join link on the post | | | Brenna post video clip with announcement of cards out, 123 new members  Kelly create 530 member banner with arrow pointing to number |
| Volunteer Coordinator | Stephanie | | Standards with market set up – Stephanie will sit down with Roy Set expectations | | | Stephanie will sit down with Roy discuss bigger volunteer opportunities |
| Market Plan | Stephanie | | July 8 (Kelly/Roy on closing shift)  July 29  Wednesday, August 9  Wednesday, September 6 | | | Stephanie/Kelly/Cynthia to will meet with Roy.   Roy send out doodle for volunteer shifts |
| Bylaws | Nicole | | Nicole posted changes to the bylaws. Please review on basecamp. | | | Review bylaws that Nicole posted on basecamp.   Kelly peer call group – ask for samples of policies of board signing contracts  Kelly check back on policy register. |
| Business Plan | Kelly | | Resumes of board, history, sources and uses, Kelly will pull notes from up and coming. Helping people to understand WHY  Next board letter: top 3 things to know about business plan, business plan kick off meeting, etc | | | Kelly will post template to basecamp |
| Review Timeline by JH |  | |  | | | Next meeting review timeline |
| Technology Update |  | | Wordpress login information documented in basecamp; meeting with Matt set up for Friday.   Is there a role for a student intern? | | | Meeting with Matt to set up new email – ask if there is role for student intern? |
| Grants | Kelly | |  | | | Za working on Bower’s Grant |
| Social Media |  | | Getting member selfies in from latest batch of member cards sent. | | |  |
| Board Letter |  | | No report | | |  |
| People’s Food Co-op |  | | Board Policies, tips on business plan, | | | Stephanie ask about Board Policies, Tips on Business Plan |
| Meet and Greet | Kelly | | 6/24 Splash Pad 10-12 (Planet Perk $10 for joiners/referrals) | | |  |
| Member Benefit |  | | Confirm with Allison (Fall) | | | Kelly and Allison working on fall event |
| Location | Stephanie | | Meeting set 6-26-17 5:30-6:30 at Paul’s | | | Paul – check on name of retired real estate; SKILLSET: business navigation and negotiation skills; understanding contracts,   Next board meeting – go through member list.: commercial real estate agent, create email for new volunteer opportunities |
| Any other outreach |  | | Confirmed: Well Oshkosh Fri 7-28-17 from 7:30-8:30  Need Volunteer: Winnebago Mental Health Institute, October 18 from 10am -3:30pm  Discussion: how to use giveaway items – giveaway at Farmers Market Faith Outreach – Laura Hartman, Paul, Stephanie are meeting | | |  |
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| New Business |  | | **New Business** | | |  |  |  |  |
| Fall Membership Drive |  | | +1 event in fall, October? Meet your Farmer  Speed Round  Paid project manager for this fall event, 10 hours a week, LTE?  Reach out to Green Top – job description  Proposal for board to vote on next meeting | | | Brenda will look at hours per week she spent.   Kelly will reach out to GreenTop for job description |  |  |  |
| Oshkosh Independent |  | | Pass the mike | | | Share Pass the Mike article when it comes out |  |  |  |
|  |  | |  | | |  |
| Adjourn | All | | Paul made motion to adjourn meeting. Stephanie 2nd it. Meeting adjourned 8:28pm.  Next Meetings:  Board Meeting 7/5 at 6:30pm at Kelly’s | | |  |