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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: $57,812.77Checking: $197.35Oshkosh Community Foundation: $4,991.65Seed Grant: $1,121.96Members: 478Part Time Members: 53Total: 531Mail: 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 CrawfordOther: 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 membersKelly create 530 member banner with arrow pointing to number |
| Volunteer Coordinator | Stephanie | Standards with market set up – Stephanie will sit down with RoySet expectations  | Stephanie will sit down with Roy discuss bigger volunteer opportunities |
| Market Plan | Stephanie | July 8 (Kelly/Roy on closing shift)July 29Wednesday, August 9Wednesday, 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 contractsKelly 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 7:30-8:30Need Volunteer: Winnebago Mental Health Institute, October 18 from 10am -3:30pmDiscussion: how to use giveaway items – giveaway at Farmers MarketFaith 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 descriptionProposal 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  |  |