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| **Attendees:** | | | | |
| Kelly Matthews X | Nicole Waltemath X |  | Brandon Miller – Adjunct Board Member, Leadership Oshkosh X |  |
| Stephanie Gyldenvand X | Brenda Haines X |  |  |  |
| Peter Westort X | Melissa Weyland X |  |  |  |
| Paul Van Auken X | Za Barron X |  |  |  |
| Brenna Root X |  |  |  |  |

| **Topic** | **Facilitated by:** | | **Discussion** | | | **Actions** |
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| Call Meeting To Order | Kelly | | Kelly called meeting to order at 6:36pm. | | |  |
| Member Comment | All | | None | | |  |
| Welcome to New Board Members | All | | Welcome Brandon Miller, Adjunct Board Member, Leadership Oshkosh | | |  |
| Approval of Minutes | All | | Nicole motion to approve minutes from 9-27-2017 meeting. Stephanie 2nd motion. Minutes approved. | | |  |
| Treasurer’s Report |  | | Peter has access to Paypal, has transferred funds from PayPal to checking Savings: $51,740.69  Checking: $280.15  Oshkosh Community Foundation: $no report  Members:  Part Time Members:  Total Members:  Mail: Live Green Live Healthy Event Invite Books/Taxes: Waiting for the end of the quarter | | | Lawrence/Kelly will get Peter access to Oshkosh Community Foundation account.  Lawrence PO Box Key for Peter |
| New Members |  | | Being processed | | | Kelly: Will do weekend member incentive FB blast |
| Standing Business |  | | **Standing Business** | | |  |
| Spending Policies |  | | Nicole motions to approve the Policy for Reimburisement and Corporate Credit card expenses, corporate credit card agreement, and the expense reports. Za 2nd. Motion passed. | | |  |
| 2018 Budget |  | | Will talk about this at retreat, with input from JH | | |  |
| Moving FB posts to OFC card |  | | Stephanie made a motion to move all standing approved payments to our OFC credit card. Kelly 2nd motion. Motion approved.   Nicole made motion to increase credit card’s line of credit to $3,000. Stephanie 2nd motion. Motion carried. Stephanie moved to amend line of credit to $5,000. Paul 2nd motion. Motion carried. | | | Kelly will increase line of credit.   Nicole will cc Kelly in email with Becky. |
| Fall Member Benefit |  | | Allison is working to get this closed up | | | Kelly will send thank you notes to Allison and John |
| Fall Membership Event: Trivia Night | Kelly | | Poco Pizza  The Grand: will need payment for space and personnel $480 (bartender, house manager, maintenance) can help promote with triviaWe need to focus on how to get people there  Grown-up content  6-7 open house 7-9pm trivia  Come hang out with your Co-op, BYOF (bring your own friends), incentive for teams who recruit the most members?  Za and Melissa will be representing the co-op night of the event | | | Kelly – eblast for sponsorship of co-op at Grand?  Can we get list of patrons who donate to Grand?  Kelly will follow up with Carl, follow up with Poco Pizza  Planning Team: Kelly, Nicole, Za |
| Annual Meeting Plan |  | | Will be added to retreat agenda | | |  |
| Grants |  | | Bowers Grant update: we won! Plan for money/training, check is in the mail for $2,000, will need to spend conference money separately, brief report on how grant was spent.  How do we downsize our trainings based on $2000 received vs what we wrote for | | |  |
| Elections |  | | Online voting  Questionnaire to apply for board revamp: Kelly | | | Stephanie reach out to Clipper City for online voting  Kelly will look at questionnaire for board member application |
| Communications |  | | Data Entry: Stephanie sent intern task list description to Mindy at UWO, has not heard back yet at this point  Bad Emails: Schedule Tech Team meeting  Letterhead Creation: Kelly is getting final price points | | | Brenna schedule tech team  Kelly will put together price points for 2 different printers for letterhead  Kelly get design to Brenda |
| Business Plan | Kelly | | Will begin working on this soon, with new information from those on the Co-op Networking Call, will not be as detailed as we originally thought. | | |  |
| Board Retreat |  | | November 19th 8am – 4pm with JH | | |  |
| Yard Sign Distribution |  | | Happening 10/14 at Market and with Sign Squad | | |  |
| Outreach |  | | Volunteer Coordinator Report:   1. What’s been accomplished since the last report? 2. How is it going? 3. Any needs you/the volunteers have or other board support we can provide? 4. What has been actively involved?   Farmers Market  Gallery Walk: Studio 3 update, was quite slow for GW, the display is still up until Saturday  Holistic Moms Network: January 5, Kelly will be there  Mental Health Institute: October 18 | | | Stephanie will pick up studio 3 and open Farmer’s Market |
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| New Business |  | | **New Business** | | |  |  |  |  |
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| Adjourn | All | | Brenda made motion to adjourn meeting. Paul 2nd it. Meeting adjourned 8:33pm.  Next Meeting: Wednesday, 10/25/17  ***Will not be meeting on November 22nd; that meeting may be rescheduled due to holiday*** | | |  |