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| **Attendees:** |
| Kelly Matthews X | Nicole Waltemath X |  |  |  |
| Stephanie Gyldenvand (absent) | Brenda Haines X |  |  |  |
| Peter Westort X | Melissa Weyland X |  |  |  |
| Paul Van Auken (absent)  | Za Barron X |  |  |  |
| Brenna Root X |  |  |  |  |

| **Topic** | **Facilitated by:** | **Discussion** | **Actions** |
| --- | --- | --- | --- |
| Call Meeting To Order | Kelly | Kelly called meeting to order at 6:36 pm. |  |
| Member Comment | All |  |  |
| Approval of Minutes | All | Nicole motion to approve minutes from 10-11-17 meeting. Za 2nd motion. Minutes approved.  |  |
| Treasurer’s Report |  | Savings: $56,122.98Checking: $280.15Oshkosh Community Foundation: $Mail: Peter now has access to PO Box. |  |
| New Members |  | Scott Miller (no fully paid) Lauri Lumby (now fully paid); Autumn Linsmeier, Shelly Zander-Donin, Dean Hoffman; Katie Buser; |  |
| Standing Business |  | **Standing Business** |  |
| Farmer’s Market | Kelly | Farmer’s Market is being reassigned as community event vs. special event. Kelly will draft Board Letter of Support to send to City Council. | Kelly will draft Board Letter of Support to send to City Council. |
| Budget |  | On hold until retreat |  |
| Membership |  | **Fall Membership:** Allison requested W9 from Kelly**Trivia Night:** Planning committee met, requesting budget of $500. Will cover space, food, and staffing. Received 10% discount from Poco Pizza, Space from Shawna Terry donation, will need to pay taxes on space. $50 for maintenance. Kelly made motion to request $500 for event. Nicole 2nd. Motion passed.**Planet Perk card Flash Campaign:** Running October 10-23 through 10-30. | Peter keep track of members from October 23-30 in order to send gift cards |
| Grants | Za | Had phone conversation with Eric DeLuca, sent information on an upcoming webinar on grants/funding for co-op. Need to have some conversation around what we’re looking for in terms |  |
| Communication/Tech |  | Data Entry: Allison is candidate for business success center internBad emails from eblast: Letterhead creation: Blue Door working on this | Brenna will divvy up names to Kelly and Stephanie, do data checking from google doc into nationbuilder |
| Business Plan |  | Lean Canvas – look into this, still having conversations with JH to figure out what this looks like  | Brenda will post template of lean canvas to basecamp |
| OFC Board Retreat |  | November 19th 8-4pm with Jacqueline Hannah taking place at Blue Door Consulting, 50 W 6th Ave, Oshkosh |  |
| Outreach |  | **Volunteer Coordinator Report:** 14 new signs, proposing another winter sign delivery, **Farmers Market –** Plan for winter market? 2nd Saturday of the month?**Winnebago Mental Health Institute –** went well, pretty busy**Sign Squad:** Over a dozen signs went out, 3 volunteers delivered/staffed table | Stephanie to connect with Roy and post to basecamp what status is of winter market application |
| Other Business |  |  |  |
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| New Business |  | **New Business** |  |  |  |  |
| Business Promotion |  | Wooden plaques are too expensive, don’t have “brand” colors, so we are not going that route. Anne: window clings for doors? Window cling,  | Kelly will follow up with Stephanie for BSC intern to include “Do you own business or promote products?” in ask with calls.Kelly will follow up with Anne on Brenda work on color switch graphic for businesses |  |  |  |
| Leif Art Donation | **Nicole** | 4 art pieces donation from Leif  |  |  |  |  |
| KC Membership Drive  |  |  | Kelly re-email Kimberly Clark |
| Adjourn | All | Peter made motion to adjourn meeting. Melissa 2nd it. Meeting adjourned 9:45pm.Next Meeting:No meeting November 22Upcoming Schedules:December 6, 20January 3 – Fun mixer, Chester V’s (Nicole won a party table) meet and mingle, bring your significant other |  |