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| **Attendees:** | | | | |
| Kelly Matthews X | Nicole Waltemath 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** |
| --- | --- | --- | --- |
| Call Meeting To Order | Kelly | Kelly called meeting to order at 6:40pm. |  |
| Standing Business |  | **Standing Business** |  |
| Enter Names |  | Enter names from events | Brenna will enter names into nationbuilder |
| Treasurer’s Report |  | Membership at 567  Savings $57,480.22  Checking $280.15  Christopher Sarauer  Stephanie Heimbruch one payment left  We filed our sales taxes.  Nicole and Peter met with Bill and revised Pro Forma. | Brenna follow up with stopping payments     Kelly will put Pro Forma on agenda for future in depth discussion. |
| Peter’s Absence |  | January 23 - March 12 | Kelly will take over Peter’s duties while he is away |
| Farmers Market |  | Need to send in summer farmer’s market form. | Kelly will connect with Roy to ask if he’d like to send in Summer Farmer’s Market form. |
| Board Transitions |  | 3 full 3 year (Brenna, Kelly, Brenda)  1 2 year (Stephanie)  1 1 year (Lawrence)  2 new people on the board, how to best onboard people. |  |
| Up and Coming Conference |  | March 15-17, 2018 Co-op will pay for registration, if you’re interested in attending, please register. You’re welcome to register on your own, or Kelly can register for you with the co-op credit card. | Kelly will start thread on basecamp for interest on attending. Matt Chair for Tech committee? |
| Allison |  | All lists are uploaded and merged. Not a lot of people have secondary members. Temporary page with adding secondary members. Member Contact Information Update page | Allison will check with NB for living page but unpublished on site.  Stephanie will connect Allison and Matt. |
| Mission, Vision, Values | All |  | Kelly will upload edited version to basecamp. |
| Annual Meeting |  | SAVE THE DATE: April 25th (75 days : Feb 16th)  State of the Co-op  What does the next 2 years look like?  3 big things in 2018  Treasurer’s Report (2 min)  Why we need YOU  Board Info Session to answer questions  Budget – estimate of approval $800  Stephanie made motion to approve estimated $800 ($700 for event, $100 for election technology). Nicole 2nd it. Stephanie will submit expense report. Motion approved. | Expense report tab on basecamp |
| Silent Auction |  | Artwork from Leif Erickson. | Draw at annual meeting. |
| Membership Recruitment |  | Presentation for KC   * anytime between 11am – 1pm * 30-40 minute presentation, Q+A 20-30 minutes   Dates Possible:  January 30  City of Oshkosh Health/Wellness Event Thursday, March 22nd   * 10am – 1pm | Kelly will do presentation January 30.  All: check calendars for KC dates listed and City Oshkosh Health Fair |
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| Adjourn | All | Brenda made motion to adjourn meeting. Nicole 2nd it. Meeting adjourned 9:07pm. Next Meeting: December 20th from 6:30-8:30 at Kelly’s House |  |