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| **Attendees:** |
| Kelly Matthews  | Nicole Waltemath  |  |  |  |
| Stephanie Gyldenvand  | Brenda Haines  |  |  |  |
|  | Melissa Weyland  |  |  |  |
|  | Za Barron  |  |  |  |
| Brenna Root (by phone) |  |  |  |  |

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| **Topic** | **Facilitated by:** | **Discussion** | **Actions** |
| Call Meeting To Order |  | Kelly called meeting to order 6:40pm |  |
| Mail | Kelly | We got the Up and Coming Scholarship check in the mail. Motion was made by Kelly to be reimbursed for expenses related to board members attending Up and Coming for $1,500. Second by Melissa. Passed. | Motion Passed |
| Approval of Minutes |  |  |  |
| Treasurer’s Report |  | N/A |  |
| Strategic Plan Use | Brenda | Reviewed and updated strategic plan. Pro forma review needs to be added to the next meeting...deciding which capital campaign direction we want to go.  | Brenda will update document. Next meeting agendas will be created by Kelly and Brenda. |
| Charters | Brenda | Finance, hiring, communications committee charters need to be created.  |  |
| Annual Meeting | Stephanie | Cost: $950 for 300 tamales, chips/salsa; $612 for 150 tamales, chips/salsa.Discussion on why not going with a member owned vendor for food. Music: $250 acoustic Motion to approve $1,500 for annual meeting expenses. Brenda moved, Melissa second. Za abstained. Discussion: make the responsibilities of owner more clear. Purpose of what an owner is supposed to do at the annual meeting needs to be more clear. Name tags that identify board members and board candidates.  | Motion passed.  |
| Board Candidate Slate | Stephanie | Motion to accept the full slate of candidates that was brought forward. Nicole moved. Za second. Brenda and Kelly abstained. Discussion: email to candidates that they are on the slate. Invite candidate to annual meeting.  | Motion Passed. |
| Buy Local Grant | Za | Project: Opening the store$50,000 (50/50 match grant)Needs: Za has a list of responsibilities with suggested board members to support. Grant due: March 9, 2018 | Za will find out the timeline that funds need to be spent. Za will email board members to get information she needs to complete the grant. |
| Adjourn |  | Meeting called to be adjourned at 9:18. |  |
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