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| **Board Attendance** |  | **Member & Guest Attendance** |
| Brenda Haines (President) X | Sam Larson X |  |  |
| Nicole Waltemath (Vice President) X | Lizz Redman X |  |  |
| Melissa Weyland (Secretary) X | Kathi Reinl X |  |  |
| Peter Westort (Treasurer) X | Kelly Matthews  |  |  |
| Za Barron  |  |  |  |

| **Topic** | **Facilitated by** | **Discussion** | **Actions** |
| --- | --- | --- | --- |
| Call Meeting To Order | Brenda | Brenda called meeting to order at 6:43pm. |  |
| Member Comment | All | None. |  |
| Approval of Consent Agenda | All | Motion to approve consent agenda, Lizz moved to approve, Sam second. Consent agenda approved.Removed from consent agenda for discussion: none  |  |
| Treasurer’s Report |  |

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| Accounts |  | Membership |
| Savings | $ 59,803.58 |  | Fully paid | 550 |
| Checking | $ 307.71 | Partial Paid | 48 |
| Total | $ 60,111.29 | Total | 598 |

Mail: none reported |  |
| New Members |  | Farmers market 6/30: Two new members, Shirley and Brianne | AI: Melissa check with Roy on getting Brianne’s contact information to Sam to enter into database. |
| Farmers Market Booth | Brenda | July 14 - John July 21 – Brenda & AlexJuly 28 - Lizz & friendAug 4 - Sam Sept 1 – SamSept 22 - Sam | AI: Melissa confirm with Roy that John is confirmed for Saturday’s market |
| Business Plan Workshop | Brenda | Next business plan workshop is Sunday, July 22.  |  |
| Basecamp Review | Brenda | Reviewed basecamp platform structure. |  |
| Strategic Plan Review | Brenda | * Reviewed current and upcoming dates, tasks and milestones. Discussed upcoming self-assessments.
* Member meet-ups: Connecting with Lyndsey before next meeting.
* Executive team charter: Motion made to approve by Lizz, Nicole second.
* Member Engagement Charter: Motion made to approve by Kathi, Nicole second.

All charters are now complete. | AI: Brenda connect with Lyndsey on meetups before next meeting.AI: Nicole check with our insurance on accidents that happen to volunteers while volunteering |
| Communications/Outreach Update | Lizz | * Brenda connect Lyndsey to Ian
* Doing a live drawing after the meeting for Paine tickets
* Member number sign for market discussion
* YMCA Startup Date
* WRC Health Fair Invite: This year the Health Fair will be held on October 11, 2018 from 11:00a.m. to 3:00p.m. We need to let them know by Sept 10.
 | AI: Brenda check with Kelly to get feedback on past WRC – did we get members? |
| Membership Recruitment & Nationbuilder | Sam | * No membership updates, two from 600
* Nation Builder training: June 23, 1-6pm @ Blue Door Consulting. The training will be broken into different modules, bring your laptops or tablets to work on. There will be a hands-on activity on a training site. After we will be able to discuss our site specifically.
* Current plan: how to use NB to help us move prospects to members, how to manage our volunteers, automating communications to non-members and members and event registration, voting, other thoughts?
* Member flow: reviewed proposed new process for how new members are on-boarded into the co-op
* Discussed the Nationbuilder crash courses that are available online – all encourage to watch the videos before the training. Go to Nationbuilder.com and “start course” to view.
* All committee leads: see Sam’s list with recommended trainings specific to committee
* It appears member certificates stopped going out in 2015. Need to check with Brenna.

Motion made to approve the apartment of Matt M. and Laura K to the member onboarding team, moved by Nicole, second by Peter. Motion carried.Motion made to approve a $3,000 payment to Nationbuilder, moved by Nicole and Lizz second. Motion carried. | AI: Sam start a thread on basecamp, all add additional questions/ideas for upcoming Nationbuilder trainingAI: Sam and Peter meet to discuss the member flow in more detailAI: Brenda check with Za to get information on how we get the $2,000 reimbursement from the Bowers grant for this training |
| Finance Committee | Nicole and Peter | * Working on obtaining NDA.
* We have the credit in our account for consulting with FCI from co-op grow-op prize
* Reviewed hard cost document in detail, made updates
 | AI: Committee leads add additional expenses or updates by 7/18/18 |
| Hiring Committee | Kathi | Committee Appointments: Kathi made a motion to appoint Jim S, Suzette T., and Marlo A. to the hiring committee, Melissa second. Motion carried. |  |
| Future Meeting Agenda Items |  | * Grants Calendar
* Proforma Feedback from Business Lender (Nicole/Peter)
* Board Voting Policy
* Update Contacts for OACF Fund (Brenda)
* Officer Job Descriptions (Governance Team)
* City RFP for 7th Street (Lizz)
* Website Bio Updates
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| Adjourn |  |  Brenda made a motion to adjourn, Melissa 2nd. Meeting adjourned at 9:38pm. |  |