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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 | *Vacant Seat* |  |  |
| Za Barron x |  |  |  |

| **Topic** | **Facilitated by** | **Discussion** | **Actions** |
| --- | --- | --- | --- |
| Call Meeting To Order | Brenda | Brenda called meeting to order at 6:37pm. |  |
| Member Comment | All | None. |  |
| Approval of Consent Agenda | All | Motion to approve consent agenda, Lizz moved to approve, Kathi second. Consent agenda approved.  Removed from consent agenda for discussion: Farmers Market schedule. |  |
| Treasurer’s Report | Peter | |  |  |  |  |  | | --- | --- | --- | --- | --- | | Accounts | |  | Membership | | | Savings | $58,706.17 |  | Fully paid | 562 | | Checking | $307.71 | Partial Paid | 50 | | Total | $59,013.88 | Total | 612 |   *\*As of 8/21/2018*  Mail: |  |
| New Members |  | Welcome: Jamie Wagner, Mark Hurtado, Leigh Christensen (Loggins), Travis Driessen, Jack Stubbs, Allison Knauts |  |
| Farmers Market Update | Melissa | -Promoting Fifth Ward event at the booth is going well, members and prospective members alike are excited about the event  -Discussed Paypal issues, members being directed back to signup page making it seem as though the member did not pay/join. Has resulted in two new members paying multiple times. Peter has revered the over-payments but paypal still charges a convenience charge.  - Discussed upcoming vacancy of the Volunteer Coordinator position  - Completed schedule with BOD members for remainder of year for the Farmers Market, Lizz to ask on social for volunteers “Volunteer with a board member” to engage more members.  -Lizz created a market schedule in Basecamp for alls reference, dates remaining to fill are Sept. 29 & Oct. 6 | Lizz: call for market volunteers on social media  Lizz: placing invite cards for Fifth Ward event in booth to hand out at this weekends market |
| Executive Team Updates | Brenda | -Reviewed and updated Strategic Timeline  -Discussed open board seat, outreach currently happening  -Update on discussion with Lynnsey re: member meet-ups  -Twelve members committed to for co-op, grow-op planning |  |
| Governance | Melissa | -Discussed upcoming changes, development & make-up to Governance committee. Leads vs co-leads, time commitment from BOD, etc.  -Review first outline of employee policies. Discussed employee vs. vendor policies.  -Discussed long-term goal of document storage and organization | Melissa: look further into employee vs vendor policies |
| Grants | Za | - BWBL Grant: Reviewed the committees feedback from previous application. Determined we are not in a position to re-apply this fall which would mean working on the application ASAP but will be more ready by the spring application  -Discussed City of Oshkosh-WEDC grant | Za: email BWBL to confirm spring application will be an option |
| Communications/Outreach | Lizz | -Discussed upcoming Fifth Ward Member Event details. Boosted event on FB for $10, positive results. Stickers for members to wear at event to differentiate them for discounts, coupons for first beer free  -Reviewed communications success of event so far and plan as we get closer  -Discussed challenges with bounce back emails, clearing them out so we don’t continue to email them |  |
| Business Plan | Brenda | Each meeting we are taking a few questions from our business planning session(s) to discuss as a board. This weeks discussion:   * Beer and Wine: Bill indicated it to be aggregated with grocery, about 3-8% or total 27% margins * EBT: We feel strongly about offering this option, learned that to offer this option, we will need to apply to become an EBT vendor with the state, at least 6 months prior to store opening * Member-only Benefits: What member benefits do we see our community valuing most? Discussed dividends based on purchases, community spaces, reduced cost on basics * Community Giving: What do we feel will fit our community best for member giving? In the first 5 years, consider doing “Roundup to the next dollar” for elected organizations, or a percentage of sales on specific days to go to specific organizations. Discussed desire to have community involved in this by possibly being able to nominate or vote on the organizations we will support * Donations: anticipate growing our relationship with the local pantries, offering local, (free) community dinners open to all as we’ve seen other co-ops do. * Growing and maintaining a sense of community is a primary goal | Nicole: reach out to Darin (sp.?) re: possible small bar in co-op and insurance |
| Membership Recruitment | Sam | -Reviewed Nation Builder transition plans: Kathi moved to approve Nation Builder Transition plans, Lizz second.  -Matt working with hiring committee on NB leverage  -Changes to volunteer form when sign up, decided to move volunteer inquiries to go to Sam for tracking purposes, for now. |  |
| Finance | Peter | -Reviewed first draft of Operations Budget for now through store opening  -We will continue to review this monthly, first meeting of month after books close from month prior  -Discussed Finance Committee recruitment.  Brenda H. made a motion to accept Gene Miels to the finance committee, Peter W. second. |  |
| Hiring | Kathi | -Suzette and Matt are working on how to best post staff position(s), collect applicant information, etc, leveraging Nationbuilder.  -Discussed if the project manager could come from a UW-O study program, no we are looking for someone with professional experience for this specific position  -Discussed how we should think about instituting an intern or study-program, to possibly assist PM  - Review of PM reporting structure, added PM to org. chart with dotted line to all other committees, more specifically to BOD exec.  - Discussed ideas of how the PM would report/be managed by the board | Nicole: Provide Kathi with name of accountant Brian D. from Wegner |
| Adjourn |  | Brenda adjourned the meeting at 9:57pm. |  |