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| **Board Attendance** | |  | **Member & Guest Attendance** |
| Brenda Haines x | Sam Larson x |  | none |
| Nicole Waltemath x | Lizz Redman |  |  |
| Melissa Weyland x | Kathi Reinl x |  |  |
| Peter Westort x | *Vacant Seat* |  |  |
| Za Barron |  |  |  |

| **Topic** | **Facilitated by** | **Discussion** | **Actions** |
| --- | --- | --- | --- |
| Call Meeting To Order | Brenda | Brenda called meeting to order at 6:35pm. |  |
| Member Comment | All | None. |  |
| Approval of Consent Agenda | All | Motion to approve consent agenda, Kathi Reinl moved to approve, Nicole Waltemath second. Consent agenda approved.  Removed from consent agenda for discussion:   * **Membership updates:**   + Discussed discrepancies in current member numbers   + Discussed how Nationbuilder * **Farmers Market Updates:**   + Next date set for December 15 with Melissa   + Melissa has booth materials * **Cooperative Grocers Association Membership Invoice (Kathi):**   + We are not receiving the magazine   + OFC is listed as a member on their website but state is WY   + General discussion on what value the $200 membership has for us. To place job ads as a non-member, it is $75.   Melissa Weyland made motion to forgo our membership this year, Kathi Reinl second.   * **Vines & Rushes:** check came, no need for further discussion | Peter/Sam: update written membership process, if changes are made  Melissa: check if we should expect to have a round table at all winter markets |
| Treasurer’s Report |  | |  |  |  |  |  | | --- | --- | --- | --- | --- | | Accounts | |  | Membership | | | Savings | $ 81,737.33 |  | Fully paid | 699 | | Checking | $526.87 | Partial Paid | 74 | | Total | $82,264.20 | Total | 773 |   Mail: membership brochures and checks |  |
| New Members |  | Refer to consent agenda. |  |
| Exec Team | Brenda | Board Appointment:   * Reviewed current board member & terms. * There was a discrepancy discussed, we never discussed between Lizz and Sam (who were elected this year), who was filling the 2 year term vs 3 year term. Sam will discuss with Lizz. * We will no longer be appointing anyone to fill Kelly’s role, as Annual Meeting/election period is quickly approaching * Continue intentionally recruiting board candidates * Further discussion on election/annual meeting will continue at future board meeting(s) | Sam/Lizz: Determine between which term each are filling |
| Governance | Za | Annual Meeting:   * BOB term review per discussion from at our last meeting   Site Selection:   * Za reached out to one individual, was not able to commit * Brenda has not received an answer back * Kathi is still seeking feedback from her contact * Brenda suggested a new contact, she will reach out to her   Governance Committee:   * Appointments of David Siemers, Brad Spanbauer, Nancy Taylor to Governance Committee.   Sam Larson moved to approve committee appointment, Kathi Reinl second. |  |
| Grants | Brenda | Grants Committee:  Appointments of Samara Hamze, Emily Dieringer, Kim Biedermann to the Grants Committee.  Sam Larson moved to approve both committee appointments, Kathi Reinl second. | Za obtain NDA’s from newly appointed committee members (grants and governance). |
| Communications & Outreach | Brenda on Lizz’s behalf | Holiday Campaign:   * Discussed approach, messaging and giveaways for holiday social campaign which is kicking off tomorrow * Concerns with existing technology infrastructure for gifting memberships, we do not feel we can adequately support a gift campaign at this time * Campaign goal: obtain 25 new members before end of year |  |
| Membership Recruitment | Sam | Member Recruitment Events:   * Sam met with team recently, reviewed team suggestions of types of events including business owners and their locations, including the 2019 slow roll event * General discussion of member recruitment events vs member engagement events that Lynnsey is planning; suggestion was made that the group (Sam’s team) will keep in contact with Lynnsey |  |
| Finance | Peter  /Nicole | Cash Flow Projections:   * General discussion of how to remain successful now through open from a financial standpoint * Our resource Bill Gassner (CDS Consulting) had a health emergency, he is ok and now recovering in physical therapy; is not currently available. We will work through this with a new point person * Question over the $50 vs $20 Facebook charges as illustrated in consent agenda | Lizz: Clarify why the two Facebook charges, $50 vs $20 |
| Hiring | Kathi | Project Manager Hiring Updates:   * Kathi reviewed current step we are at in hiring process for PM. * Peter Westort moved the entry of closed session for discussion of personnel, second Nicole Waltemath.   Moved out of closed session. Nicole Waltemath moved, Sam Larsen second.   * Discussed need for employee policies for Oshkosh Food Co-op * Discussed potential resources to advise on this and at what point legal council should be sought in this process, including but not limited to employee policies * Discussed the suggestion brought forward to seek legal advice for these matters * Need for a mentor co-op was discussion, Melissa has a Menominee connection that a co-worker suggested and will reach out   Volunteer Coordinator Updates:   * How can we fill this? When should we fill this? * Need to develop a clear description of what this position will be doing before promoting this opportunity/recruiting again * Determined this might be a good Board Retreat discussion point * Discussed holding off on re-filling this role until the PM is on board | Melissa: connect with Menominee Food Co-op connection to determine mentorship possibilities. |
| Board Survey | Brenda | * Reviewed Board Survey | Brenda: Doodle for time/day of week for meetings  Brenda: Doodle for retreat dates. |
| Adjourn |  | Nicole Waltemath made a motion to adjourn, Brenda Haines seconded the motion. Meeting adjourned at 9:00pm. | Brenda: post up-and-coming schedule link to Basecamp. |