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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 madeMelissa: check if we should expect to have a round table at all winter markets |
| Treasurer’s Report |  |

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| --- | --- | --- |
| 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. |