



Oshkosh Food Co-op Board Meeting
 Date: 8/21/2019
 Time: 6:30-9:30pm
 Location: Blue Door Consulting - Oshkosh, WI
 Minutes Recorded by: Melissa Weyland

Board Attendance		Member & Guest Attendance	
Brenda Haines x	Molly Smiltnek x	Audra Hoy (Site Selection Team Member) X	
Samantha Larson	Lizz Redman x	Laura Shwartzburg – Project Manager X	
Melissa Weyland X	Susan Vette X		
Peter Westort X	Warren Bergman X		
Tracy Vinz X			

Topic	Facilitated by	Discussion	Actions
Call Meeting To Order	Brenda	Brenda called meeting to order at 6:37pm	
Member Comment	All	No comments submitted.	
Approval of Consent Agenda	All	Motion to approve consent agenda, Susy Vinz moved to approve, Tracy Vinz second. Consent agenda approved. <u>Removed from consent agenda for discussion:</u> N/A	



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Treasurer's Report		<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th colspan="2" style="text-align: center;">Accounts</th> <th colspan="2" style="text-align: center;">Membership</th> </tr> </thead> <tbody> <tr> <td style="width: 25%;">Savings</td> <td style="width: 25%; text-align: right;">\$83,445.15</td> <td style="width: 25%;">Fully paid</td> <td style="width: 25%; text-align: right;">853</td> </tr> <tr> <td>Checking</td> <td style="text-align: right;">\$627.32</td> <td>Partial Paid</td> <td style="text-align: right;">98</td> </tr> <tr> <td style="text-align: center;">Total</td> <td style="text-align: right;">\$84,072.47</td> <td style="text-align: center;">Total</td> <td style="text-align: right;">951</td> </tr> <tr> <td colspan="2">Community Foundation</td> <td style="text-align: right;">\$4,947.12</td> <td></td> </tr> </tbody> </table> <p>Mail: Member brochures from market</p>	Accounts		Membership		Savings	\$83,445.15	Fully paid	853	Checking	\$627.32	Partial Paid	98	Total	\$84,072.47	Total	951	Community Foundation		\$4,947.12		
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New Members		Refer to consent agenda.																					
Exec Team	Brenda	No exec. report this week.																					
Site Selection & Finance	Brenda, Audra and Peter	<p><i>Due to the competitive marketplace, the Oshkosh Food Co-op will move into closed session for this portion of the meeting.</i></p> <p>Motion to move into closed session by Warren Bergman, second by Lizz Redmond.</p> <p>Motion to move out of closed session by Molly Smiltnek, Lizz Redmond second.</p>																					



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Member Survey Results	Laura	Board discussed results of the recent member survey and how we may want to move forward with interacting with members to hear more about their sourcing and food wants, also how we will can meet their asks as a community owned food cooperative.	
Capital Campaign	Laura and Susy	<p><u>Job Descriptions & Volunteers:</u></p> <ul style="list-style-type: none"> - Laura reviewed the campaign closer job description. - Susy gave an overview of personal visits with members that we would like to engage early in the campaign. - Molly suggested connecting with the 332 members that took the member survey early in the campaign process - Will also need administrative volunteers that will help with tracking and data entry - Would like to have “office hours” certain times/days per week where the group sits down and goes through documents, contracts, communicating with owners and ensuring members make payment on loan at time of campaign. People will often commit but obtaining the check would be a gap of time. - So, some opportunities to volunteer to work with people, others to be behind the scenes - 45-50 volunteers will be needed total for this campaign - Tracy asked for a full member list before each board meeting so that we can help recommend volunteers 	<p>Laura will post the member list to basecamp.</p>



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		<ul style="list-style-type: none"> - Board went around the table and submitted names of members they felt would be great for the capital campaign task force. <p><u>Capital Campaign Timeline:</u></p> <ul style="list-style-type: none"> - Laura reviewed detailed plan for next steps (as of Monday) - Launch party Sept 23rd - Campaign materials will need to be available that evening, mailed out to members on the 24th 	
Communications & Outreach	Lizz	<ul style="list-style-type: none"> - There are many exciting member meet-up events, please promote! - Tiffany and Joe will be assisting with more video production. 	
Membership Recruitment	Brenda	We MUST hit 1,000 members before the launch of capital campaign. We are 45 members away. We need these new members in a way that we've never needed them before.	EVERYONE: blast your friends and family that are not members that it's time to join NOW!
Finance	Peter	Financials currently being discussed in closed session under Site Selection.	
Hiring	Melissa	Look forward to GM Job Description for BOD review in September.	



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Food Justice Committee		Committee members stand appointed as follows: <ul style="list-style-type: none"> - Adam Bellcorelli– Lead/Liason - Alicia Johnson - Jennifer Considine - Stacy Kalies - Mushe Subulwa 	
Adjourn		Brenda adjourned the meeting at 9:33pm.	