

**Oshkosh Food Co-op
Board of Directors
Agenda
December 18, 2019**

MINUTES

Call to Order

Call to order was at 6:39pm.

Consent Agenda

Warren Bergmann moved to take membership off of the consent agenda for discussion. Tracy Vinz seconded the motion. All voted in favor. Motion passed.

Capital Campaign Team

The board was joined by Katie Novak to discuss the capital campaign status, progress, and next steps. Warren posed a question on how the booth volunteers can help support the campaign. Further ideas included having an in-person caller be available at the booth. Additional ideas included putting a sign with the carrot progress at the actual site. The board also discussed the timeline moving forward to meet our goal by March 31.

Discussion was also made around a contribution to partially fund a project manager position. Board Member Lizz Redman excused herself from the conversation. Further discussion was made about re-posting the position. Molly Smiltneek made a motion to re-post the project manager position using the current job description. The term will be for six months with possibility of renewal depending on outcome of capital campaign. Tracy Vinz seconded the motion. All voted in favor. Lizz Redman abstained. The motion passes.

Discussion was had around a prospective owner interested in making a large loan of \$115,000-\$120,000. The owner is requesting a higher interest rate of 4.5%. The board is willing to assess the possibility and review against our current pro forma.

Site Team

Site team met with Merge/Slingshot architects last week. They are discussing modifications to the footprint. They are meeting again tomorrow morning. The Green Fire builders will also be on that call. A proposal has been provided by Seven Roots. Crystal is providing a reference for OFC to National Cooperative Grocers. A change was made to the footprint and they added another retail space.

Grants Team

The board discussed the EDA grant opportunity and next steps for other grant opportunities.

Hiring Team

The certified letter sent to the project manager bounced back.

Finance Team

Brenda will call the bank to address paperwork complications Peter is experiencing at the bank.

Governance Team

The timeline for elections should be ready by the next board meeting. Bylaws changes are being considered based on recommendations by legal of technical changes.

Producer Relations Team

Team updates include meetings with local producers in the area. Folks are excited about the idea. Work is going into translating applications into Spanish and Hmong. Around 13 applications have been submitted. It is projected that once ground is broken more producers will become interested.

Communications/Membership Team

Lizz was interviewed on Oshkosh Today. Round robin on small business Saturday went well. Analytics shows emails are getting good open rates, causing requests for packets. Targeted ads are getting a lot of reach.

Executive Team

Nothing to report.