



Oshkosh Food Co-op Board Meeting
 Date: Wednesday, September 2, 2020
 Time: 6:30-9:30pm
 Location: Remote
 Minutes Recorded by: Lizz

Board Member Attendance		Member, Staff & Guest Attendance	
Brenda Haines x	Warren Bergman x	Staff: Lizz Redman	
Molly Smiltneek x	Susan Vette x	Members:	
Melissa Weyland x	Jay Stoflet x	Guests:	
Peter Westort x	Joe Stephenson x		
Tracy Vinz x			

Topic	Facilitated by	Discussion	Actions
Call Meeting To Order	Brenda	Brenda called meeting to order at 6.:32 pm	
Member Comment	All	None submitted.	
Approval of Consent Agenda	All	<p>Motion to approve consent agenda: Peter moves to approve, Joe seconds. Consent agenda approved.</p> <p><u>Removed from consent agenda for discussion:</u></p> <ul style="list-style-type: none"> • Removed treasurers report • Remove site team written report • Add supplier relations written report <p>Motion to approve amendment to dates listed on Treasurer’s report: Molly moves to approve, Susy seconds. Consent agenda approved.</p>	



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Treasurer's Report		<table border="1" data-bbox="590 435 1423 651"> <thead> <tr> <th colspan="2" data-bbox="590 435 1037 480">Accounts</th> <th colspan="2" data-bbox="1037 435 1423 480">Membership</th> </tr> </thead> <tbody> <tr> <td data-bbox="590 480 709 521">Savings</td> <td data-bbox="709 480 1037 521" style="text-align: right;">\$69,628.64</td> <td data-bbox="1037 480 1199 521">Fully paid</td> <td data-bbox="1199 480 1423 521" style="text-align: right;">1224</td> </tr> <tr> <td data-bbox="590 521 709 561">Checking</td> <td data-bbox="709 521 1037 561" style="text-align: right;">\$3613.35</td> <td data-bbox="1037 521 1199 561">Partial Paid</td> <td data-bbox="1199 521 1423 561" style="text-align: right;">102</td> </tr> <tr> <td data-bbox="590 561 709 602">Escrow</td> <td data-bbox="709 561 1037 602" style="text-align: right;">578,689.21</td> <td data-bbox="1037 561 1199 602"></td> <td data-bbox="1199 561 1423 602"></td> </tr> <tr> <td data-bbox="590 602 709 651" style="text-align: center;">Total</td> <td data-bbox="709 602 1037 651" style="text-align: right;">\$651,931.20</td> <td data-bbox="1037 602 1199 651" style="text-align: center;">Total</td> <td data-bbox="1199 602 1423 651" style="text-align: right;">1326</td> </tr> </tbody> </table> <p data-bbox="590 695 1614 805">Discussion: Peter explains background on previous sources and uses reporting and how they have shifted with Quickbooks and new system that includes committed and available expenditures in each category of uses.</p> <p data-bbox="590 849 1614 1040">Recommendation: Check signing policy resolution for threshold requiring 2 signatures. Summary: 2 signatures required for all checks over \$1000 unless it is for payroll or for ACH payments to federal or state tax payments. Order in which checks are signed was edited, and how this process will shift once the store is open is addressed.</p> <p data-bbox="590 1084 1614 1159">Motion to approve policy: Susy moves to approve, Peter seconds. Policy approved.</p>	Accounts		Membership		Savings	\$69,628.64	Fully paid	1224	Checking	\$3613.35	Partial Paid	102	Escrow	578,689.21			Total	\$651,931.20	Total	1326	Brenda to post updated policy on basecamp
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Hiring Committee	Melissa	<p data-bbox="590 1166 1037 1198">Discussion: GM interview process</p> <ul data-bbox="638 1203 1614 1276" style="list-style-type: none"> <li data-bbox="638 1203 1614 1276">• Dates have been set aside for virtual interviews for up to 4 potential candidates 																					



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Member Recruitment and Communications	Brenda	Discussion: Co-op Grow Op LIVE <ul style="list-style-type: none"> Susy suggests we post the schedule ahead of time and leverage participants networks and marketing reach Molly questioned if we need a raffle license 	
Site Team	Brenda	<i>Due to the sensitive nature of negotiations, the board may move into closed session.</i> Motion to move into closed session: Peter moves to approve, Tracy seconds. Motion approved. Motion to move out closed session: Molly moves to approve, Joe seconds. Motion approved.	
Supplier Relations	Tracy	Discussion: <ul style="list-style-type: none"> SARE grant. Discussion surrounding location of the event and if it can be pushed out? Tracy is in touch with DATCP regarding their participation in the event slated for early 2021. Vendors: 37 applications to date. Tracy will share list with the board. 	Lizz: Reach out to members to tag local products they love or would like to see at co-op
Exec	Brenda	Discussion: GM Reporting once store is open: weekly, monthly etc. Indicators of financial, customer satisfaction, team/culture, reach, and ownership growth were brainstormed.	
Adjourn		Meeting adjourned at 8:41 pm	