



Oshkosh Food Co-op Board Meeting
 Date: Wednesday, October 7
 Time: 6:30-9:30pm
 Location: Remote
 Minutes Recorded by: Lizz Redman

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	Member Comments <i>Note: Due to the risks associated with in-person gatherings, we are meeting virtually. If you would like to submit member comments, please do so in writing and email to oshkoshfoodcoop@gmail.com</i>	
Approval of Consent Agenda	All	Consent Agenda <ul style="list-style-type: none"> • Treasurer’s Report • Meeting Minutes – September 16, 2020 • Meeting Minutes – September 30, 2020 • Food Justice Team – Written Report • Finance Team – Written Report • Executive Team – Written Report 	



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		Motion to approve consent agenda: Susy moved to approve, Warren seconded. Consent agenda approved.																													
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>Savings</td> <td style="text-align: right;">\$81,602.79</td> <td>Fully paid</td> <td style="text-align: right;">1237</td> </tr> <tr> <td>Checking</td> <td style="text-align: right;">\$15,229.82</td> <td>Partial Paid</td> <td style="text-align: right;">105</td> </tr> <tr> <td>Escrow</td> <td style="text-align: right;">\$698,091.56</td> <td></td> <td></td> </tr> <tr> <td>Cash on hand</td> <td style="text-align: right;">\$20</td> <td></td> <td></td> </tr> <tr> <td>Suspense</td> <td style="text-align: right;">-\$10</td> <td></td> <td></td> </tr> <tr> <td>Total</td> <td style="text-align: right;">\$794,934.17</td> <td>Total</td> <td style="text-align: right;">1342</td> </tr> </tbody> </table>	Accounts		Membership		Savings	\$81,602.79	Fully paid	1237	Checking	\$15,229.82	Partial Paid	105	Escrow	\$698,091.56			Cash on hand	\$20			Suspense	-\$10			Total	\$794,934.17	Total	1342	
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Supplier Relations	Tracy	<p>Discussion: SARE Grant request</p> <ul style="list-style-type: none"> • We hope to include Wisconsin DACTP in this grant. They are working on a guide for new producers that we would like to include in our seminar. • Proposed change to grant timeline: delay 6 months, with the goal of holding a virtual seminar in March that includes DATCP. 	<ul style="list-style-type: none"> • Lizz to update grant timeline, send to Tracy for review, and resubmit. 																												



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Finance	Brenda	<p>Discussion</p> <ul style="list-style-type: none"> • Signatory policy change -small change to language was updated in this policy, as our bank does not have the internal systems to monitor our policy. The 2 signature policy will be an internal, OFC control only. <p>Recommendations</p> <ul style="list-style-type: none"> • Pro Forma Updates Based on Construction Bids • Operating Budget (Year 1) with Restricted Funds <p>Susy makes a motion to approve pro forma updates based on construction bids and operating budget 1, Molly seconds. Motion carries.</p> <ul style="list-style-type: none"> • Recommendation to Break Escrow <p>Molly presents recommendation to break escrow. Susy asks if our money is in an account that accrues interest in the meantime, and if all of our loans are in hand. Molly notes all loans are in hand, except for a portion of a loan from a partner organization.</p> <p>Peter makes a motion to approve, Jay seconds. No further discussion. Motion carries.</p> <ul style="list-style-type: none"> • Resolutions to Allow Conversion of Loans to Charitable Gifts 	



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		<p>Molly presents the resolution of the updated OFC Loan prepayment and resolutions MOA, which involves prepaying loans to 2 of our lenders. This will then nullify the subscription agreement previously signed. We will likely notify all lenders that this is a possibility. Brenda asks questions surrounding the process if others want to participate.</p> <p>Warren makes a motion to approve, Molly seconds. No further discussion. Motion carries. Abstentions: Susy Vette and Peter Westort.</p>	
Hiring	Melissa	<p>Due to the nature of confidential hiring, the board moves into closed session. Jay motions to go into closed session, Molly seconds.</p> <p><i>The board moves into closed session.</i></p> <p>Jay make a motion to move out of closed session, Peter seconds. The Board has now moved out of closed session.</p>	
Food Justice	Warren	<p>Recommendation:</p> <ul style="list-style-type: none"> • Translation recommendation • Totally is \$283 • Questions follow surrounding the content of the one pager, the facilitation of the focus groups and the intended outcome of the groups. • Molly suggests setting a budget so that plans and continue moving forward. Brenda recommends the communication committee and food justice committees collaborate and come up with a solid plan, including follow up with the group participants. 	



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		<ul style="list-style-type: none"> • Focus group topic suggestions: What are your needs? What do you need to make the store feel inclusive and welcoming to you? • Motion made to approve budget not to exceed \$300, contingent upon completion of a complete plan. Molly makes a motion to approve this motion, Joe seconds. Motion carries. 	
Site	Brenda	<p><i>The board moves into closed session due to the sensitive nature of this topic.</i></p> <p>Joe makes motion to move into closed session, Susy seconds.</p> <ul style="list-style-type: none"> • Board discusses used equipment and adjustments to layout. <p>Jay makes motion to move out of closed session, Molly seconds.</p>	
Adjourn		Meeting adjourned at 8:20 pm	