



Oshkosh Food Co-op Board Meeting  
 Date: Wednesday, November 18  
 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		

Topic	Facilitated by	Discussion	Actions
Call Meeting To Order	Brenda	Brenda called meeting to order at 6.:35 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"> <li>• Treasurer’s Report</li> <li>• Meeting Minutes – November 4, 2020</li> <li>• Finance Team – Written Report</li> <li>• Governance Team – Written Report</li> <li>• Grants Team -Written Report</li> <li>• Site Team – Written Report</li> <li>• Supplier Relations Team – Written Report</li> </ul> Teams with No Reports	



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		<ul style="list-style-type: none"> <li>Membership Recruitment &amp; Communications– Written Report</li> </ul> <p>Peter adds an invoice to the treasurer’s report.</p> <p>Motion to approve consent agenda: Jay moved to approve, Warren seconded.            Consent agenda approved.</p>																	
Treasurer’s Report		<table border="1" data-bbox="590 688 1440 927"> <thead> <tr> <th colspan="2">Accounts</th> <th colspan="2">Membership</th> </tr> </thead> <tbody> <tr> <td>Savings</td> <td>\$79,190.98</td> <td>Fully paid</td> <td>1,287</td> </tr> <tr> <td>Checking</td> <td>\$7,691.17</td> <td>Partial Paid</td> <td>96</td> </tr> <tr> <td><b>Total</b></td> <td><b>\$83,881.35</b></td> <td><b>Total</b></td> <td><b>1,391.</b></td> </tr> </tbody> </table> <p>Community Foundation: \$548,711.12            Escrow \$ 698,522.22</p> <p>Peter reviews submitted invoice from Thomas Design.            Joe moves to approve treasurer’s report, Susy seconds.</p>	Accounts		Membership		Savings	\$79,190.98	Fully paid	1,287	Checking	\$7,691.17	Partial Paid	96	<b>Total</b>	<b>\$83,881.35</b>	<b>Total</b>	<b>1,391.</b>	
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Executive Team	Brenda	Discussion <ul style="list-style-type: none"> <li>Brenda reminds Board of upcoming Board Retreat, tentative date of January 31, 2021</li> </ul>																	



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		<p>Recommendations</p> <ul style="list-style-type: none"> <li>• GM Reporting: Molly reviews her updates to the document that was introduced at the 11.4 meeting</li> <li>• Section 1: Discussion surrounds debt to equity ratio, and language surrounding “whatever is necessary” to include “within policy guidelines”, days of cash on hand</li> <li>• Section 2: board internally defines “regular” reporting as weekly in the beginning, will explain and discuss with Jeffrey when he begins, how local is defined and how the 20% local is defined (% of sales)</li> <li>• Discussion surrounds tracking around % of members who are shopping at our store.</li> <li>• Due to time constraints, further discussion was postponed to the next meeting with the goal of approving on the December 16 meeting</li> </ul>	
Finance 7:35 pm	Peter	<p>Recommendations</p> <ul style="list-style-type: none"> <li>• Finance Policies- Now to open               <ul style="list-style-type: none"> <li>• Discussion surrounds initial page and it is suggested by Brenda that Peter and Molly connect to ensure there are no overlaps between their 2 documents before further board discussion occurs</li> </ul> </li> </ul>	



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Hiring Committee 7:47 pm	Melissa	Discussion: <ul style="list-style-type: none"> <li>• GM onboarding document</li> <li>• Melissa takes us through the 30-60-90 day document plans for Jeffrey</li> </ul>	
Food Justice	Warren	Discussion: Focus Group findings <ul style="list-style-type: none"> <li>• Molly suggests a connection with M.Subulwa, she will connect the team with him</li> <li>• Joe has a connection at the Hmong Center and will make another pitch for a focus group to happen with them</li> <li>• Another focus group is being scheduled with the Midtown Neighborhood Association</li> </ul>	
Adjourn		Meeting adjourned at 8:31 pm	