



Oshkosh Food Co-op Board Meeting
 Date: Wednesday, December 2
 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: Ryan Rasmussen	
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 6:33 pm	
Member Comment	All	<p>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></p> <p>Hello, I am on the Co-op Outreach team. I am glad we have hired our General Manager. At our meeting yesterday, our team talked about the need for diversity in hiring for the rest of the staff - management and other positions. We discussed setting a target/goal in hiring. It may not be attained, but it will give focus. We also agreed diversity included people with physical or other challenges as well as people of color.</p>	



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		<p>I appreciate the board discussing this goal of diversity in hiring. And thank you for all of your time and work for the Co-op.</p> <p>Deb Martin <i>(Deb gave written permission for her name and comments to be shared publicly)</i></p>	
Approval of Consent Agenda	All	<p>Consent Agenda</p> <ul style="list-style-type: none"> • Treasurer’s Report • Finance and Membership Report <ul style="list-style-type: none"> • Sources and Uses Report • Statement of Cash Flows- November 30, 2020 • Balance Sheet November 30, 2020 • Income Statement November 30, 2020 • Meeting Minutes – November 18, 2020 • Food Justice Team – Written report • Membership Recruitment & Communications – Written Report Teams with <p>No Reports</p> <ul style="list-style-type: none"> • Governance Team <p>Brenda asks for the finance and membership report to be removed</p> <p>Molly moves to approve the consent agenda, Joe seconds. Motion carries.</p>	



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Treasurer's Report		Accounts		Membership		
		Savings	\$76,190.18	Fully paid	1312	
		Checking	\$66,990.53	Partial Paid	97	
		Escrow	\$638,252.22			
		OACF	\$547,845.08			
		Total	1,329,278.01	Total	1409	
Executive Team	Molly	<p>Discussion: Board retreat</p> <ul style="list-style-type: none"> Reviewed proposal from Jaqueline Hannah to facilitate a seminar on GM/Board transition <p>Recommendation: GM reporting</p> <ul style="list-style-type: none"> Molly reviews document board has been working on over the past 6 weeks. Addresses Warren's and member-owner's comments about diversity and inclusion, as they are addressed throughout this document Warren strongly suggests clarifying in verbiage that <i>diverse workforce</i> also includes management Brenda asks about 5.6 and if it also in the board communications as well, it is later decided for it to be moved into section 6. Discussion ensues surround 6.5 and appropriate communications with Jeffrey as a board member. Brenda reminds the board that this is the framework for the upcoming Board retreat on January 31. 				



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Grants	Susy	<p>Due to the sensitive nature of negotiations, the Board may move into closed session for this discussion.</p> <p>Joe motions to move into closed session, Susy seconds. Motions carries.</p> <p>Warren motions to move is out of closed session, Tracy seconds. Motion carries.</p>	
Finance	Peter	<p>Recommendation:</p> <ul style="list-style-type: none"> • Pro forma update <ul style="list-style-type: none"> -Peter shares an updated version based on anticipating receiving additional grant funding -Molly makes a motion to approve, Susy seconds. • Finance policies- now to open <ul style="list-style-type: none"> -Peter reviews work the finance committee has done on accounting policies and procedures manual -Peter brings up future topic of reimbursements and those details -Discussion surrounds adding verbiage about “this policy supersedes previous finance policy” -Peter suggests adding language that we send a written thank you note for any financial donations made to the co-op -Peter will make updates for next meeting 	
Hiring	Melissa	<p>Discussion: GM on boarding</p> <ul style="list-style-type: none"> • Melissa reviews Jeffrey’s first week agenda 	



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Site Team	Brenda	<p><i>Due to the sensitive nature of negotiations, the Board may move into closed session for this discussion.</i></p> <p>Brenda provides a quick verbal update. Co-op has been going back and forth with Greenfire in contract negotiations, approval will be done at the next meeting. Kim, Carla and Lizz will do a complete inventory of the used equipment this coming Tuesday.</p>	
Producer/Supplier Committee	Tracy	<p>Discussion: SARE grant</p> <p>Tracy reviews tentative agenda for March 24th SARE seminar entitled "How to sell at the Co-op"</p>	
Adjourn		Meeting adjourned at 8:41 pm	