



Oshkosh Food Co-op Board Meeting  
 Date: Wednesday, January 20 2021  
 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: Jeffrey Thouron, Lizz Redman	
Molly Smiltneek x	Susan Vette x	Members:	
Melissa Weyland x	Jay Stoflet x	Guests: Roxanne Hallock	
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	
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 <a href="mailto:oshkoshfoodcoop@gmail.com">oshkoshfoodcoop@gmail.com</a></i>  None submitted.	
Approval of Consent Agenda	All	<b>Consent Agenda</b> Peter would like to add 2 invoices to the consent agenda <ul style="list-style-type: none"> <li>• General Manager Report</li> <li>• Meeting Minutes – January 6, 2021</li> <li>• Finance Team –Written Report</li> <li>• Finance and Membership Report</li> <li>• Treasurer’s Report</li> <li>• Food Justice Team – Written Report               <ul style="list-style-type: none"> <li>o Upcoming Focus Group</li> <li>o Grant Funding for Diversity, Equity and Inclusion Training</li> </ul> </li> </ul>	



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		<ul style="list-style-type: none"> <li>• Grants &amp; Sponsorships Team – Written Report               <ul style="list-style-type: none"> <li>o Grants in Progress</li> </ul> </li> <li>• Membership Recruitment &amp; Communications               <ul style="list-style-type: none"> <li>o Shopumentary</li> </ul> </li> <li>• Site Team               <ul style="list-style-type: none"> <li>o Prepared Foods Update</li> </ul> </li> <li>• Supplier Relations Team               <ul style="list-style-type: none"> <li>o Outreach to Local Suppliers</li> <li>o SEEDS to Sales SARE Webinar Update</li> </ul> </li> </ul> <p>Peter moves to approve consent agenda, Warren seconds.            No further discussion, Motions carries.</p>																									
		<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 style="width: 25%;">Savings</td> <td style="width: 25%; text-align: right;"><b>\$74,660.89</b></td> <td style="width: 25%;">Fully paid</td> <td style="width: 25%; text-align: right;">1354</td> </tr> <tr> <td>Checking</td> <td style="text-align: right;">\$33,508.65</td> <td>Partial Paid</td> <td style="text-align: right;">100</td> </tr> <tr> <td>Escrow</td> <td style="text-align: right;">\$638,527.30</td> <td></td> <td></td> </tr> <tr> <td>OACF</td> <td style="text-align: right;">\$558,911.08</td> <td></td> <td></td> </tr> <tr> <td style="text-align: center;">Total</td> <td style="text-align: right;"><b>\$1,305,608.02</b></td> <td style="text-align: center;">Total</td> <td style="text-align: right;">1454</td> </tr> </tbody> </table>	Accounts		Membership		Savings	<b>\$74,660.89</b>	Fully paid	1354	Checking	\$33,508.65	Partial Paid	100	Escrow	\$638,527.30			OACF	\$558,911.08			Total	<b>\$1,305,608.02</b>	Total	1454	
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Membership Recruitment & Communications 6:38 pm	Jay	<p>Jay presents updated logo/branding from Offbeat Press, explaining the meaning behind the elements, and the color palette in relation to the brand and building</p> <ul style="list-style-type: none"> <li>• Discussion ensues surrounding new logo</li> <li>• Overall feedback is positive</li> <li>• Mixed opinions on the carrot top are heard, “90’s clip art”</li> </ul>																									



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Food Justice 7:10 pm	Guest, Roxanne Hallock	<b>Discussion:</b> <ul style="list-style-type: none"> <li>• Presentation on Focus Group findings</li> <li>• Findings were found as extremely helpful and more focus groups were encouraged</li> </ul>	
Exec/Finance Committee 8:20	Peter and Jeffrey	<b>Discussion:</b> <ul style="list-style-type: none"> <li>• Strategic Timeline to open               <ul style="list-style-type: none"> <li>○ Jeffrey presents his growing list and dynamic timeline that will be reviewed at each board meeting</li> <li>○ Warren communicates how the Food Justice Committee is willing to help with integrating equity and inclusion in all aspects of this timeline</li> <li>○ Jay asks clarification on how the store opening rollout will occur: soft opening vs grand opening etc. Jay comments that flexibility will be important</li> </ul> </li> </ul> <b>Recommendations:</b> <ul style="list-style-type: none"> <li>• Staffing model, which included org chart. Lizz asks if prepared foods model is flexible depending on final menu. Jay inquired about marketing/office staff filling multiple roles. Jeffrey's hiring goals were listed, wages, benefits info, labor planning, attrition vs addition.</li> <li>• 2021 Operating Budget- questions surrounded donation and grants totals, and discounts. Jeffrey explains approval will allow him to move forward with his hiring plan. Molly suggests if approval does not move forward, we should be clear about what needs to be tweaked.</li> <li>• Melissa exits meeting 9:26 pm</li> </ul>	



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9:57 pm		<ul style="list-style-type: none"> <li>• Tracy motions to approve current budget framework with a finished version being presented by the end of the month, with final approval being up for vote at the end of the board retreat on January 31.</li> </ul> <p><i>No further discussion, motion carries.</i></p> <ul style="list-style-type: none"> <li>• Finance policies (Reading #1 of 2)- <b>held over until next meeting due to time constraints.</b></li> </ul>	
Governance Committee	Molly	<p><b>Discussion</b></p> <ul style="list-style-type: none"> <li>• 1/31 Board retreat agenda</li> <li>• FCI Transition guide</li> </ul> <p><b>Held over until next meeting.</b></p> <p>Molly gives a brief summary that all should follow basecamp thread and offer their feedback on handbook.</p>	
Adjourn		Meeting adjourned at 10:00 pm	