



Oshkosh Food Co-op Board Meeting
 Date: 4/14/2021
 Time: 6:30-8:30pm
 Location: Remote
 Minutes Recorded by: Melissa Weyland

Board Member Attendance		Member, Staff & Guest Attendance	
Brenda Haines x	Warren Bergman x	Staff: n/a	
Molly Smiltneek x	Susan Vette x	Members: n/a	
Melissa Weyland x	Jay Stoflet x	Guests: Michelle Schry (NGC)	
Peter Westort x	Joe Stephenson x		
Tracy Vinz			

Topic	Facilitated by	Discussion	Actions
Call Meeting To Order	Brenda	Brenda called meeting to order at 6:32pm.	
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>Melissa reported we did not receive member comments.</p>	
Approval of Consent Agenda	All	<p><u>Consent Agenda Approval:</u> Moved to approve by Molly, second by Warren.</p> <p><u>Discussion:</u></p> <ul style="list-style-type: none"> - Project plan: HFFI and where that is, it hasn't been signed. 	

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		<p>Discussion: Brenda indicated there is an amended version of the contract in her inbox. She would like to make sure that each of our amendments were captured before signing off.</p> <p>Membership growth and engagement:</p> <ul style="list-style-type: none"> - In the past we had a list of the new members, not sure if it's imperative we see every new member but the numbers aren't matching which seems to be due to a lag time. Peter noted that there were gift membership that were not reconciled also, those are harder to track down so in the transition gifts didn't show on the google docs yet. <p>Motion made to approve consent agenda made by Jay, second by Susy.</p>																																									
Treasurer's Report		<table border="1"> <thead> <tr> <th colspan="2" data-bbox="590 943 1003 980">Accounts</th> <th colspan="2" data-bbox="1037 943 1423 980">Membership</th> </tr> </thead> <tbody> <tr> <td data-bbox="590 980 764 1024">Savings</td> <td data-bbox="764 980 1003 1024">\$48,635.80</td> <td data-bbox="1037 980 1192 1024">Fully paid</td> <td data-bbox="1192 980 1423 1024">1,448</td> </tr> <tr> <td data-bbox="590 1024 764 1068">Checking</td> <td data-bbox="764 1024 1003 1068">\$18,645.75</td> <td data-bbox="1037 1024 1192 1068">Partial Paid</td> <td data-bbox="1192 1024 1423 1068">96</td> </tr> <tr> <td data-bbox="590 1068 764 1112">Escrow</td> <td data-bbox="764 1068 1003 1112">\$805,018.62</td> <td data-bbox="1037 1068 1192 1112">Total</td> <td data-bbox="1192 1068 1423 1112">1,544</td> </tr> <tr> <td data-bbox="590 1112 764 1156">OACF</td> <td data-bbox="764 1112 1003 1156">\$737,902.05</td> <td></td> <td></td> </tr> <tr> <td data-bbox="590 1156 764 1200">Landlord</td> <td data-bbox="764 1156 1003 1200">\$307,055.83</td> <td></td> <td></td> </tr> <tr> <td data-bbox="590 1200 764 1243">HFFI Grant</td> <td data-bbox="764 1200 1003 1243">\$145,000.00</td> <td></td> <td></td> </tr> <tr> <td data-bbox="590 1243 764 1287">Go-EDC</td> <td data-bbox="764 1243 1003 1287">\$250,000.00</td> <td></td> <td></td> </tr> <tr> <td></td> <td data-bbox="764 1287 1003 1331">\$2,312,258.05</td> <td></td> <td></td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table>	Accounts		Membership		Savings	\$48,635.80	Fully paid	1,448	Checking	\$18,645.75	Partial Paid	96	Escrow	\$805,018.62	Total	1,544	OACF	\$737,902.05			Landlord	\$307,055.83			HFFI Grant	\$145,000.00			Go-EDC	\$250,000.00				\$2,312,258.05							
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Timeline to Open	Michelle Schry	<p>We are in crunch time. Michelle reviewed common challenges that start-up coops making getting close to open. Michelle reviewed solutions to key risks as they were presented in the NCG kickoff meeting.</p> <p>Recap:</p> <ul style="list-style-type: none"> - Discussion of being board members vs. volunteers and understanding and acting within our roles (minding staff authority as we are volunteers) 	
U&C Registration	Brenda	Reminder to board members to register.	
Change of Meeting		<p>Jeffrey will be out in May. Proposal to push board meeting from May 5 to May 12 and May 19 to May 26. June resume with normal June 2.</p> <p>When does new board member come on? We will seat them at the first meeting in June but we do encourage new board member to attend now through official seating.</p> <p>Ryan shared that the 26th will be his last meeting as an adjunct board member.</p>	



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GO-EDC	Brenda	<p>Recommendation from exec that we accept the \$250,000 loan. Once we get HFFI we would have the option to take lesser amount but recommendation at hand is to accept and in our next meeting we restrict a specified amount to a reserve fund so that we have a “rainy day” fund.</p> <p>Molly moved to approve the \$250,000 loan at the terms indicated, Joe second. Carries.</p>	
Alcohol License	Ryan	<p>A lot of this is operational logistics for the GM but we need the board to understand what we are applying for.</p> <ul style="list-style-type: none"> - It is a Class A beer and liquor license. This means at no point throughout the course of service could consumption or opening of the product happen on the premises. - There are sampling laws under a Class A. Each guest cannot get more than 2, 3oz samples. - We are not licensing the community space or rental room, store only - Events would require a temporary class B, which is around \$10 - License is annual, July 1-June 31. Class A there is not a limit on but Class B there is (if the co-op gets into an event business of pouring beer or wine, you can change but need to discuss with city) - You have to have at least 1 individual on site that can see all sales 	



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		<ul style="list-style-type: none"> - When is this due? The city has to file 15 days before an upcoming council meeting. So we would need to have it in by next week or the week after. <p>Motion to move forward with this license by Jay, Warren second. Motion carried.</p>	
Governance	Molly	<p>Committee Charters 2021: review tonight, vote next meeting</p> <ul style="list-style-type: none"> - Reminder to chairs of current committees: this is the time of year that we check with our volunteers if they are wanting to continue - Molly reviewed each of the updating charters, reminding that hiring has been the first to have sunset - Discussion of each charter - Discussion of Food Justice's role as we operationalize - Discussion of governance only being comprised of board members <p>Discussion and review of committee appointments</p>	AI: Committee leads please check with committee members to be sure they want to continue to serve
Neighborhood event		<p>Will be 12-3pm on June 12</p> <p>Suggestion to reserve the afternoon and maybe morning to help/participate.</p>	



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DEI Training	Brenda/ Warren	<p>One of the dates was June 12th for this but we already scheduled this to be the Neighborhood events. Jeffrey prefers we do this sometime before we can be in the building because once we can get in, it is going to be a mad rush to get things done. That takes us to the 1-19 of June.</p> <p>Board discussed other dates, Warren will loop back with group.</p>	
Closed Session	Brenda	<p>Motion to move into closed session by Molly, Jay second.</p> <p>Motion to move out of closed session Warren, Molly second. Moved out of closed session.</p>	
Adjourn		Brenda adjourned the meeting at 9:26pm.	