

Oshkosh Food Co-op Board Meeting
 Date: 11/17/21
 Time: 6:30 pm
 Location: Hybrid (Remote and Blue Door Consulting)
 Minutes Recorded by: Molly

Board Member Attendance		Member, Staff & Guest Attendance
Brenda Haines x	Warren Bergman x	Staff: Ryan Rasmussen
Molly Smiltneek x	Susan Vette x	Members:
Melissa Weyland x	Jay Stoflet x	Guests: Amy Fields, NCG
Peter Westort x	Heidi Supple x	
Vacant	Heather Seraphine (Adjunct)	

Topic	Facilitated by	Discussion	Actions
Call Meeting To Order	Brenda	Brenda called the meeting to order at 6:40	
Member Comments	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>No member comments for this meeting.</p>	
	All	<p>Consent Agenda</p> <ul style="list-style-type: none"> Meeting Minutes – November 3, 2021 Weekly Store Report – October 31, 2021 Weekly Store Report – November 7, 2021 Weekly Store Report – November 14, 2021 	

THE FUTURE IS LOCAL. The Oshkosh Food Co-op's mission is to promote the health and vitality of our community through collectively owning a grocery store to meet our diverse needs. Our co-op emphasizes local and organic suppliers to grow a place of holistic well-being.

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		<ul style="list-style-type: none">Food Justice Team Meeting Minutes - November 10, 2021 <p>Committees with No Report</p> <ul style="list-style-type: none">Grants Team ReportSite Team <p>Jay moves; Warren seconds motion to approve. Motion passes.</p>	
GM Reporting	Ryan	<p>GM Reporting</p> <p>The Board may meet in closed session for the purposes of discussing strategy, competitive position, personnel and/or confidential negotiations.</p> <p>Discussion</p> <ul style="list-style-type: none">Acting General Manager Operations Report (Verbal)<ul style="list-style-type: none">Amy Fields from NCG is here, working on all kinds of projects: finance, coupons, rebates, inventory, restockingStaff Focus: holiday planning in every aspect, have pies out for Thanksgiving! Turkeys will be restocked tomorrow, organic turkeys to follow, Holiday eggnog, creamer, baking supplies, cranberries. Holiday promotions: in prepared foods friday-through next wednesday will have Thanksgiving meals to go.Michelle Hammett assisting with HR work. Will have more complete up to date files.	

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		<p>Susy moves, Peter seconds, moving into closed session for purposes of discussing confidential strategy and competitive information. Motion Passes.</p> <p>Warren moves, Heidi seconds moving out of closed session. Motion passes.</p> <ul style="list-style-type: none">• Action Item List<ul style="list-style-type: none">◦ Reviewed all to-do items due Nov. 17.• Strategic Planning/Budget Planning for 2022 <p>Recommendations n/a</p>	
Finance Committee		<p>Discussion</p> <ul style="list-style-type: none">• Progress Report on Financials: Current Financial Statements, Pre-open Expenses, Asset Log/Depreciation, Process Development/Training<ul style="list-style-type: none">◦ Should be getting updates from Nicole (financial statements) and RFS; Finance Committee will review on Monday.◦ Nicole, Ryan and Ann have cleaned things up.◦ Brenda appoints Susan Tatum to Finance Committee <p>Recommendations n/a</p>	

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Food Justice Committee		<p>Discussion</p> <ul style="list-style-type: none">• Website Content<ul style="list-style-type: none">◦ Will add a food justice page to the website; want input from the board.<ul style="list-style-type: none">■ D/E/I statement (project headed by Alondra Sanchez)■ Series of videos or written statements discussion personal experience with food, culture, co-op, not necessarily all in english■ Barebones summary of history of food justice in the United States◦ Suggest utilizing social media as well; share recipes, put electronic suggestion box on page.◦ Share other sample content prior to draft language.◦ Goal of page: (1) opportunity for board to state our values as a cooperative - state what our values are re: food justice and racial justice. (2) flesh out the slogan "everyone's welcome." <p>Recommendations</p> <ul style="list-style-type: none">• Charge Food Justice Team with recruiting BIPOC individuals to run for the board, as well as for board appointments.<ul style="list-style-type: none">◦ Amend charter to include: Build relationships with potential BIPOC candidates within member owner pool, encourage potential	
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		<p>candidates to attend candidate information sessions, once board utilizes discretion to determine process for appointing a board member after a given vacancy, engage potential BIPOC candidates as appropriate.</p> <ul style="list-style-type: none">■ Jay moves, Peter seconds approval of recommendation as refined. Motion passes.	
Membership Recruitment and Communications	All	<p>Discussion</p> <ul style="list-style-type: none">● Promotional plan<ul style="list-style-type: none">○ 3-6 months concentration on member-owners<ul style="list-style-type: none">■ Member-Owner Days: develop new shopping behaviors, engage, lift customer count and increase member shops<ul style="list-style-type: none">● Simplicity within offers● No combined offers● Strategic use of swag<ul style="list-style-type: none">○ trinkets will be gifts for engagement● Calendar out by month● Showcase sections of the store■ Tier market our existing members■ Want to engage Co-op Explorers Kids program to help guide consumers through the store more.■ Our members tell the story best: testimonials and stories● Member-owner survey results	

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Executive Committee		<p>Discussion</p> <ul style="list-style-type: none">● n/a <p>Recommendations</p> <ul style="list-style-type: none">● Revisit GM search timeline in Q2 2022.<ul style="list-style-type: none">○ Recruitment firm said holidays are a terrible time to recruit; we have a lot of transitions we need to handle now.	

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Board-only Session	All	<p>The Board may meet in closed session immediately following the regular board meeting.</p> <p>Jay moves, Susy seconds to move into board only closed session to discuss confidential matters related to human resources. Motion passes. Heidi was not present for this discussion.</p> <p>Warren moves to move out of closed session; Melissa seconds. Motion passes.</p>	
Adjourn		Meeting adjourned at 10:10	

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