

Oshkosh Food Co-op Board Meeting  
 Date: 12/15/21  
 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	Members:
Melissa Weyland x	Jay Stoflet x	Guests: Kaye Hirsch, Firebrand, Nicole Waltemath
Vacant	Heidi Supple x	
Vacant	Heather Seraphine (Adjunct) x	

Topic	Facilitated by	Discussion	Actions
Call Meeting To Order	Brenda	Brenda called the meeting to order at 6:36	
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 <a href="mailto:oshkoshfoodcoop@gmail.com">oshkoshfoodcoop@gmail.com</a></i></p> <p>Kathy Propp: "I found organic milk that literally tastes better than the usual at big stores, as well as locally sourced Miesfeld bacon that is excellent. Confession: I am not an organic shopper, so the non-perishable products and brands on the shelves are completely unfamiliar, I will make a point to try some."</p>	
	All	<p><b>Consent Agenda</b></p> <ul style="list-style-type: none"> <li>Board Meeting Minutes – December 1, 2021</li> </ul>	

**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"><li>• Grants Team Meeting Minutes – December 2, 2021</li><li>• Food Justice Team Meeting Minutes – December 8, 2021</li><li>• Finance Team Meeting Minutes – December 9, 2021</li><li>• Weekly Store Report – December 6, 2021</li><li>• Weekly Store Report – December 13, 2021</li></ul> <p>Molly moves, Heidi seconds approval. Motion passes. Jay abstains.</p>	
Governance	Molly	<p>Discussion n/a</p> <p>Recommendations</p> <ul style="list-style-type: none"><li>• Board Appointment of Nicole Waltemath to Position Vacated by Peter Westort<ul style="list-style-type: none"><li>○ Jay moves, Melissa seconds approval. Motion passes.</li><li>○ Please accept our sincere gratitude for stepping up to serve (again!) in this difficult moment.</li></ul></li><li>• Resolution for Financial Institutions to Update Treasurer<ul style="list-style-type: none"><li>○ Molly moves, Heidi seconds approval. Motion passes. Nicole abstains.</li></ul></li></ul>	
GM Reporting	Ryan	<p><b>GM Reporting</b></p> <p>Discussion</p> <p>The Board may meet in closed session for the purposes of discussing strategy, competitive position, personnel and/or confidential negotiations.</p>	

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		<p>Jay moves, Nicole seconds to go into closed session. Motion Passes.</p> <p>Discussion</p> <ul style="list-style-type: none"><li>• Acting General Manager Operations Report (Verbal)</li><li>• Product Mix/Pricing Updates</li></ul> <p>Recommendations n/a</p>	
<b>Executive Committee</b>		<p>The Board may meet in closed session for the purposes of discussing strategy, competitive position, personnel and/or confidential negotiations.</p> <p>Recommendations</p> <ul style="list-style-type: none"><li>• Proposal to form Strategy Team to Guide Product/Pricing updates – Kaye Kirsch, Firebrand Discussion<ul style="list-style-type: none"><li>○ Jay moves to move out of closed session, Nicole seconds. Motion Passes</li><li>○ Molly moved to approve the contract with Firebrand, Nicole seconds. Motion passes.</li></ul></li><li>• Action Item List/Top Priorities<ul style="list-style-type: none"><li>○ Much on this plan will need to be shifting from Operational Team, items on this list will need to have different priority or resourced differently</li></ul></li></ul>	

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		<ul style="list-style-type: none"><li>○ Look at and review this reprioritization before next meeting.</li></ul>	
Finance	Heidi	<p>Discussion</p> <ul style="list-style-type: none"><li>● Progress Report on Financials:<ul style="list-style-type: none"><li>○ November Financial Statements</li><li>○ Pre-open Expenses</li><li>○ Asset Log/Depreciation</li><li>○ Process Development/Training Financial Status Budget Strategy</li></ul></li><li>● Peter will be greatly missed on Finance Committee; additional committee members are a terrific asset.</li><li>● Will be starting with 6 week average weekly sales for 2022 budget, currently using the same margins but may be modifying those. Finance is looking at making appropriate modifications to the budget based on actual sales. Will also address different scenarios based on Firebrand partnership.</li></ul> <p>Recommendations n/a</p>	
Site	Brenda	Discussion n/a	

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		<p>Recommendations</p> <ul style="list-style-type: none"><li>• Tenant lease agreement<ul style="list-style-type: none"><li>◦ Asking for any objections to forward this on? It will be forwarded on to subtenant for review.</li></ul></li></ul>	
<b>Membership Recruitment and Communications</b>	All	<p>Discussion</p> <ul style="list-style-type: none"><li>■ Member-owner Days debrief<ul style="list-style-type: none"><li>◦ Ryan has debriefed with staff. Was a little surprised that there wasn't an even bigger sales jump.</li><li>◦ Would like more local suppliers/vendors sampling, have them closer to their product</li><li>◦ Recognize the need to do a better job ordering up on some supplies.</li><li>◦ There was a lot for front end cashiers to try to remember and they did a great job</li><li>◦ Need better department manager presence on weekends and special events; will work to schedule these out in advance</li><li>◦ Maybe try to come up with more creative member-owner sales.</li><li>◦ Transitioning to more proactive than reactive planning.</li></ul></li></ul>	

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		<ul style="list-style-type: none"><li>○ Warren: A lot of time spent bagging, the cashiers were outstanding and not flustered. Had good conversations with owners and non-owners.</li><li>○ Heidi: Bagged on Friday. Was steady. Interesting to see shopping patterns. Surprised to see how many people were not members. Every child that she saw go by was eating fruit</li><li>○ Brenda: 10 year old child was encouraged to take fruit and participate in Co-op Explorers. Take the coloring book, take the fruit. (Make this into a newsletter). Love the idea of doorbuster each day. Giving the pint glasses away in the Kitchen could be good, would be a fun role to play. Encourage more low-key sampling (Ex: limequats, show us your limequat face). Need to do more grassroots promotion as the board that they'll be there. People were very covid respectful during sampling.</li></ul> <ul style="list-style-type: none"><li>■ Promotional plan for 2022<ul style="list-style-type: none"><li>○ Ryan and Jay will address this offline. Set up January - March</li></ul></li></ul> <p>Recommendations n/a</p>	
Adjourn		Meeting adjourned at 9:06	

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