

Oshkosh Food Co-op Board Meeting
 Date:01/05/22
 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: Kaye Kirsch, Dan Arnett, JQ Hannah (Firebrand), Brett Myers (Carlisle Group)
Nicole Waltemath x	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 6:44 after round of introductions	
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 submitted.</p>	
	All	<p>Consent Agenda</p> <ul style="list-style-type: none"> Board Meeting Minutes – December 15, 2021 Finance Team Meeting Minutes – December 16, 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">• November 2021 Financial Statements• Weekly Store Report – December 20, 2021• Weekly Store Report – December 27, 2021• Weekly Store Report – January 3, 2021 <p>Committees with No Report Food Justice Team</p> <p>Nicole moves, Jay seconds approval. Motion passes</p>	
Executive Committee	Brenda	<p>Discussion</p> <ul style="list-style-type: none">• Firebrand Cooperative – Board Briefing<ul style="list-style-type: none">○ Nicole moved, Melissa second to move into closed session for the purposes of discussing strategy.○ Heidi moved, Warren seconds to move out of closed session. Motion Passes• GM Search Firm (Brett Myers)<ul style="list-style-type: none">○ Has dealt with 24 co-ops, has placed managers all across the country.○ There is a lot of turn over right now; seems to be a natural progression in the industry○ Process: add value to hiring process by going beyond posting ads, get the opportunity out there. Hire a team of recruiters - find people online but also look at local grocers. Understand there is a lot to do to understand specific needs of Oshkosh and OFC.	

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		<ul style="list-style-type: none">■ Generally want people with co-op experience or have run a co-op. They try to find us other sources - independently run groceries or natural food stores. People used to being independent, not having specific blueprint to follow.■ Usually look at a 50 mile radius.■ Educate people who show any interests about co-ops and why the position is open. Tackle everything head on with open and transparent communication.■ Like to keep it regional○ Timeline: 4-6 months, it is taking longer now because of the tight job market. In a good market, 3-4 weeks in start seeing a good slate of candidates. Looking at at least March to April.○ Will send us candidates as they come. Can't wait. Don't want us to miss out. <p>Recommendations</p> <ul style="list-style-type: none">● GM Search Process and Timeline<ul style="list-style-type: none">○ Motion to move into close session to discuss hiring by Jay, Heidi second. Motion passes.● IGM Services Proposal<ul style="list-style-type: none">○ Molly moves to approve IGM Services Proposal. Nicole seconds. Motion passes. <p>Motion to move out of closed session. Warren moves. Molly seconds. Motion passes.</p> <ul style="list-style-type: none">● Ratification of Electronic Vote, re: Firebrand Cooperative – Growth Strategy (Merchandising, Product Selection, Pricing, Training, Member-owner Engagement/Communications)● Jay moves to approve electronic vote. Susy seconds. Motion passes.	
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GM Reporting	Ryan	GM Reporting Discussion <ul style="list-style-type: none">• Verbal Report<ul style="list-style-type: none">○ A lot of valuable time spent with Firebrand. Really, really good.○ We are the top United Way ornament sellers○ In store signage updated - “strongly encourage” masking○ Updating bulk labels so all look uniform○ Hopefully wrapping up Greensboro equipment sales tomorrow. Don’t need a moving crew.○ Have reset the produce department and coffee area. Second round of endcap rotations has happened.○ Wellness Weekend January 14-16 (Members get 20% off wellness purchase). Some samplers coming. Managers will be there.○ Cheese sale end of the month (Cheese lovers, cheeseheads, eating cheese)○ Feb. 11- 13: Meat/vegan sales○ Feb. black history month alaffia baskets○ Inventory wasn’t as well organized as we thought. Will be addressing this with Firebrand. Will get corrected. Suggest inventory again in late February and again in March to get true numbers○ Ryan on vacation Saturday to Saturday. Sarah in charge while Ryan is away. Have adjusted manager schedules for weekend coverage. Ryan is still available by phone or wifi.○ Our trend line is improving.	
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Governance Committee	Molly	<p>Recommendations</p> <ul style="list-style-type: none">● Committee Charter Extensions – Membership Engagement & Communications, Fundraising, Sponsorships & Grants – Extend to 06/01/2022<ul style="list-style-type: none">○ Molly moves to extend Membership, Engagement and Communications and Fundraising, Sponsorships and Grants charters until an end date of approx. 06/01/22. Susy seconds. Motion passes● Board Appointment. Received the self nomination form for Belynda Pinkston late this afternoon.<ul style="list-style-type: none">○ Warren moves to appoint Belynda Pinkston to the board, Heidi seconds. Motion passes.	
Fundraising, Sponsorships & Grants Committee	Susy	<p>Recommendations</p> <ul style="list-style-type: none">● Special Projects Fund – Food for All at Oshkosh Area Community Foundation	

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Finance	Nicole/Heidi	<p>Discussion</p> <ul style="list-style-type: none">● 2022 Budget<ul style="list-style-type: none">○ Addressed preliminary questions and issues to prepare the final budget for the next meeting.○ We can still accept donations/sponsorships of some expenses to help us through this. (Particularly GM search and consulting fees) <p>Recommendations n/a</p>	
Adjourn		<p>Meeting adjourned at 9:25.</p> <p>Next Meeting January 26.</p>	

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