



MEETING AGENDA  
Whitewater Grocery Co  
Board of Directors

Mission & Vision: *Whitewater Grocery Co.'s mission is to support farm to table eating, to be a model of environmental sustainability, to stimulate the local economy, and to create a "third space" for the Whitewater community. To accomplish this mission, we will build a grocery store that sells local and organic foods and is as affordable and accessible as possible.*

Date: Wednesday, September 12, 2018

Meeting Time: 6:45 p.m.

Location: Whitewater Innovation Center, 1221 Innovation Drive, Whitewater WI

Description: Meeting of the Board of Directors of the Whitewater Grocery Co.

Invited: Board of Directors, all owners of the Whitewater Grocery Co.

1. Call to Order (5 min.)
  - a. Reading of Mission & Vision
  - b. Intention of Meeting: provide updates to the Board and Owners on our progress in the feasibility research of Whitewater Grocery Co.; gain understanding of potential sites and the evaluation process; gain financial literacy regarding our budget through Stage 2B; examine the Pro Forma in more detail; and review progress through Stage 2a.
  - c. Agenda review and approval.
2. Owner Comment Period (*up to 10 minutes - 3 minutes per owner*) - No formal Board action will be taken during this meeting although issues raised may become a part of a future agenda. Owners are allotted a three-minute speaking period. Specific items listed on the agenda may not be discussed at this time; however, Owners are invited to speak to those specific issues at the time the Board discusses that particular item.
3. Consent Agenda (5 minutes) - Items may be removed from the consent agenda on the request of any one member. Items not removed may be adopted by general consent without debate. Removed items may be taken up either immediately after the consent agenda or placed later on the agenda at the discretion of the board.
  - a. Approval of minutes from the August Board Meeting
  - b. Approval of Committee Reports
    - i. Outreach and Ownership Committee
    - ii. Board Development Committee
    - iii. Business Administration Committee
    - iv. Annual Meeting Planning Committee
    - v. Site Selection Committee
4. Results of Vote to Amend Articles of Incorporation to add 500 shares
  - a. Action: Treasurer to file amendment with Dept of Financial Institutions
5. Action Items from Last Meeting (10 minutes)
  - a. *All Committee Chairs will submit their reports to the secretary 5 days prior to the meeting (Sep. 8).*
  - b. *Jen and Jo will add Financials to the Feasibility Assessment.*
  - c. *Jen will present on Sources & Uses by Stage looking into Stage 3 to help us decide on the ownership equity spending policy during the September meeting.*
  - d. *Jen will create a new pro forma based on our Sources & Uses spreadsheet.*
  - e. *Lacey will work on a Board Planning Retreat to engage in a strategic planning exercise.*
  - f. *Jo is working on the onboarding process for new board members.*
  - g. *Brienne will review the Board Application Packet by Aug. 18.*



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- h. Jo will extend a personal invitation to those candidates who applied previously to reapply for the Board.*
- i. Jo will extend an invitation to those who applied to the Board to join us at our September Board meeting.*
- j. Anne and Lacey will work together on the amendment to the bylaws as approved by the Board.*
- 6. Financial Report - Jen (10 min.) Dashboard & Budget
- 7. Board Learning - Sources and Uses Budget Through Stage 2B - Jen
- 8. Committee Updates
  - a. Site Selection Committee Recommendations
  - b. Potential budget increase request from Annual Meeting Planning Committee
  - c. Potential request by Outreach & Ownership Committee to purchase a tablet so that volunteers can take PayPal payments while tabling
- 9. Board Business
  - a. Feasibility Progress Determination
    - i. Pro Forma Review
    - ii. Review Task List
  - b. Timeline
  - c. Needs Assessment
  - d. Board Calendar
  - e. Action items for next meeting
  - f. Board member requests for future agenda items
- 10. Closed Session - The Board may elect to enter into a closed session to discuss matters of confidentiality such as personnel issues, acquisition of property, attorney consultation, or other issues of competitive confidence.
  - a. No closed session required this meeting.
- 11. Adjourn (9:00pm)