



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: Monday, November 12, 2018

Meeting Time: 6:30 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., and amend our bylaws.
 - 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. Election of Officers
4. Consent Agenda (5 min.) - 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 September Board Meeting
 - b. Approval of Committee Reports
 - i. Outreach and Ownership Committee (includes Volunteer Coordinator Report)
 - ii. Board Development Committee
 - iii. Business Administration Committee (no report)
 - iv. Site Selection Committee (no report)
5. Annual Meeting Review
 - a. Annual Meeting Report
 - b. Board of Directors Election Report
6. Action Items from Last Meeting (10 min.)
 - a. *Board Secretary Anne Hartwick and Board President Lacey Reichwald will meet at City Hall or a bank to have their signatures witnessed by a notary and then mail the amendment to the Dept of Financial Institutions along with the appropriate paperwork and check provided by Jen Crone, Treasurer.*
 - b. *Board Treasurer Jen Crone will provide a draft of the Finance Committee Charter by the next meeting for the board to review, discuss, and approve.*
 - c. *Site Selection Committee Chair Al Stanek will work with MCI to create large poster board renderings of the potential sites for the Annual Meeting.*
 - d. *Board President Lacey will follow up with Keith to obtain a quote to update the market study for a different store size and for the recommended locations.*



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- e. *Board Secretary Anne Hartwick will modify the Needs Assessment to add a Finance Committee, and a Site Selection Committee.*
 - f. *Board Secretary Anne Hartwick will modify the Board Calendar to remove the Board meeting scheduled for October.*
7. Financial Report - Jen (10 min.) Dashboard & Budget
8. Board Learning - Business Planning - Brienne (15 min.)
9. Committee Updates
 - a. Review and approve the Finance Committee Charter
10. Board Business
 - a. Amendment of the Bylaws
 - i. Discussion: timing
 - ii. Discussion: new member orientation and policy
 - b. Feasibility Progress Report and Dashboard Review
 - i. Pro Forma Review and Next Steps - Lacey (10 min.)
 - ii. Review Task List
 - c. Timeline
 - d. Needs Assessment
 - e. Board Calendar
 - f. Action items for next meeting
 - g. Board member requests for future agenda items
11. 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.
12. Adjourn (9:00pm)