



When: November 25, 2019 6:30PM - 8:30PM
Where: Whitewater Innovation Center Room 105, 1221 Innovation Drive, Whitewater WI
Invited: All Owners of the Whitewater Grocery Co. and their elected board

Mission & Vision: We are your (future) friendly neighborhood grocer supporting fresh and local products.

We value:

- community ownership
- quality customer service
- welcoming everyone
- a lively learning and gathering space
- sustainable practices: people, planet, profit

Meeting Intention: To certify the election results and elect Board officers, learn about the latest trends and best practices in growing owners and defining owner benchmarks, review and discuss the draft of the budget, and identify next steps in assessing our feasibility.

Time	Topic	Board Action or Outcomes	Leader(s)
6:00	Gather, Socialize, Settle In	Enjoy and settle in by 6:30 Board Photos - Group and Individual	
6:30	Preliminaries: Call to Order Mission and Intention Guests Agenda Review	Officially start the meeting Shared understanding of our co-op's mission and tonight's purpose Allow for comments from owners Approve the agenda; decide on any changes	Lacey
6:35	Consent Agenda: Approve minutes Accept Board Reports Accept Treasurer's Report	Accept and enter into record our previous meeting's minutes Acknowledge and accept Committee Reports, Action Plans: 800 Owners, Business Plan, Site Selection Acknowledge and accept most recent Dashboard & Financial Statements - This report includes changes going back to September 21, the date of the last full report. The monthly new owners graph now reflects a 12-month rolling average rather than an average of all months. Our current average is 7/mo. The predicted future owners has been reduced from 20 to 10/mo.	Lacey



MEETING AGENDA
Whitewater Grocery Co
Board of Directors

6:40	Election:	Certification of Election Results Nominate and Elect Officers for Nov. 2019- Oct. 2020 term.	Jo
6:45	Accountability: Check on the progress of Action Items	Status update (done/pending/request for extension) on outstanding action items	Anne
6:50	Committee Requests: Finance & Legal	Request to reallocate funding and increase Consulting line item budget for review of bylaws, articles of incorporation, and business ownerships	Anne
6:55	Board Development: Education and Training	Growth Plan Overview Letter to the Board Ownership Benchmarks Spreadsheet	Vicki Hagstotz
7:10	Board Business: Feasibility Assessment	Report on the F&L Committee's review of the financial section of the Feasibility Assessment & Dashboard and determine a path forward for full review and update (includes Feasibility Assessment, Dashboard & Needs Assessment)	Jen & Anne
	Expense Reimbursement Policy	Review draft of updated Travel & Expense Reimbursement Policy and request feedback	Jen & Anne
7:10	Break	5 minutes to refresh	
	Board Business (cont.) Budget	Discuss budget requests and work toward a budget to approve in December	Jen
8:00	Self-Assessment: Policy Review	None scheduled	
8:00	Looking Ahead: Review Board Calendar & next meeting(s)	Comment on Board Calendar and review draft agenda for next month	Anne
8:25	Closing: Review decisions & tasks Adjourn	Discuss and agree on what we accomplished Officially end meeting	Lacey



DRAFT OF NEXT MONTH'S AGENDA

Time	Topic	Board Action or Outcomes	Leader(s)
6:00	Gather, Socialize, Settle In	Enjoy and settle in by 6:30	
6:30	Preliminaries: Call to Order Mission and Intention Guests Personal Check In Agenda Review	Officially start the meeting Shared understanding of our co-op's mission and tonight's purpose Welcome, set expectations for meeting participation, allow for comments Share and listen; make our readiness known Approve the agenda; decide on any changes	Lacey
6:40	Consent Agenda: Approve minutes from April Accept Board Reports Accept Treasurer's Report	Accept and enter into record our previous meeting's minutes Acknowledge and accept Committee Reports, Action Plans: 800 Owners, Business Plan, Site Selection Acknowledge and accept most recent Dashboard & Financial Statements	Lacey
6:42	Accountability: Check on progress of Action Items	Verify delegation and deadlines of new and outstanding action items	Anne
6:50	Financial Report:	Proforma Review	Jen
7:00	Committee Updates:		
7:05	Board Business: Business Plan Update Budget	Review and approve final version of current business plan for distribution Approve 2020 Budget	Praveen Jen
7:20	Board Development: Education Topic		
7:45	Administrative: Quarterly Review	Review and approve changes to Timeline	Anne
7:55	Self-Assessment: Policy Review	Finance and Legal Committee Charter	Anne
8:10	Looking Ahead:		



MEETING AGENDA
 Whitewater Grocery Co
 Board of Directors

	Review Board Calendar & next meeting(s)	Review and comment on 2019 Board Calendar Draft of 2020 Board Calendar Review draft agenda for next month	Anne Anne
8:20	Closing: Review decisions & tasks Adjourn	Discuss and agree on what we accomplished Officially end meeting	Lacey Lacey
8:30	Goodbye and Good Job!		