



When: February 24, 2020 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 review our new strategic action plan, finalize or come close to finalizing our budget, come to a shared understanding of the consultant's addendum to our market study.

Time	Topic	Board Action or Outcomes	Leader(s)
6:00	Gather & Socialize	Enjoy and settle in by 6:30	
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 approve our previous meeting's minutes Acknowledge and accept Committee Reports Acknowledge and accept most recent Dashboard & Financial Statements	Packet: 4-15 Lacey
6:40	Accountability: Check on the progress of Action Items	Status update (done/pending/request for extension) on outstanding action items Discuss new ownership and responsibilities of this task	Packet: 16 Anne
6:50	Committee Requests: Ownership & Outreach Finance & Legal	Food For Change Screening on Monday, April 13 Review and approval of Budget 1. Chart with "Full Budget" 2. Chart with "Low/Non-Negotiable" Budget 3. Table with Non-Neg Expenses 4. Table with Optional Expenses	Packet: 17-21 Katy Jen



MEETING AGENDA
Whitewater Grocery Co
Board of Directors

7:40	Board Development: Meeting Structure CCMA	A discussion on Board Meeting frequency and structure Discuss sending someone to CCMA 2020 and the grant application process	Packet: 22 Lacey
7:55	Board Business: Lease Action Plan	Discuss the lease with the Innovation Center Review the Action Plan put together in our Strategic Planning Session	Packet: 23-27 Lacey
8:20	Executive Session: Market Study	Review amended Market Study results	Packet: 42-45 Lacey
8:40	Looking Ahead: Review Board Calendar & next meeting(s)	Review next month's calendar Attendance at Up & Coming Conference, March 5-7 Review Draft Agenda for February	Packet: 46-49 Anne
8:45	Closing: Review decisions & tasks Adjourn	Discuss and agree on what we accomplished Officially end meeting	Lacey



DRAFT OF NEXT MONTH'S AGENDA (MARCH)

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 Accept Board Reports Accept Treasurer's Report	Accept and enter into record our previous meeting's minutes Acknowledge and accept Committee Reports 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:		
7:00	Committee Requests:	Updated Volunteer Agreement	
7:05	Board Business: Business Plan Update	Review and approve final version of current business plan for distribution	Praveen
7:20	Board Development: Education Topic		
7:45	Administrative: Quarterly Review		
7:55	Self-Assessment: Policy Review	Policies A; C-C7 Expense Reimbursement & In-Kind Donation Policy and Form	
8:10	Looking Ahead: Review Board Calendar & next	Review Calendar for next month Review draft agenda for next month	Anne Anne



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	meeting(s)		
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!		