

**Springfield Food Co-op**  
**Meeting of the Board of Directors**  
**May 24, 2018**

Meeting called to order at 6:00 p.m.

**In attendance:** Brooke Decker, Lindsay Post, Jane Sandelman, Kelen Beardsley, Carroll Veltrop, Steve Greene

**Ex-officio:** Neomi Lauritsen

**Recording secretary:** Lucy Georgeff

**Co-op stories:** Discussion around Heather's continued participation on Board. Heather is taking a summer hiatus. Board agrees she is a valuable board member, and will vote her in at the Annual Meeting.

Lyndsie Perkins is resigning from the Board, and Lindsay has been in touch with Mallory Peterson regarding interest in being on the Board.

Cynthia Martin told Neomi she was recently working on an exotic Turkish recipe, and when she came in, the staff went over and above finding her ingredients.

Post was at Vianor recently and they raved about the Co-op.

**Approving the minutes from April 29th:** Jane did not suggest the Bingo idea. *Lindsay moves to approve the minutes from 4/29 with revisions, Carroll seconds, motion passes unanimously.*

**Annual Meeting:** Neomi will get postcard printed. Probably need around 400 again. Neomi does only send them to members who have elected to receive snail mail instead of email.

Postcard needs to go out 14 days before meeting. That date is June 11.

Invitations: may send out through the website. If people RSVP, they will receive a ticket for a free beer. 1 beer per membership. RSVP's can happen via sign-up sheet at the register, and by email.

Board takes bets for how many members RSVP and claim their beers: Lucy - 100, Neomi - 52, Steve - 23, Caitlin - 35, Brooke - 42, Carroll - 55, Post - 58, Kelen - 44, Jane - 25. Brooke promises to buy the Board a round of beers if we reach 100.

Post and Jane will be there at 5 to start setting up. Every Board member is going to bring a dessert. Deli will supply a pasta salad, salad, and bread. Co-op will bring utensils. Co-op will

bring folding tables, Trout River can supply chairs. Jane will set up a laptop with a projector to show a PowerPoint, and she can glean all her fun facts from Neomi's Ends report. Kelen will ask Christian Craig about borrowing a screen.

Clean-up: Trout River has a dumpster and recycling bin. Steve and Carroll are on clean-up duty.

Music: Kelen will ask the Stringfield Springers. We can pay them in beer.

Need someone to check people in at door and give them drink tickets: Brooke volunteers, will need a print-out of membership.

Jane suggests having a RSVP sign-up in the store.

Notice of the meeting will go out in the next newsletter (in addition to the last), there will be signs up in the store.

Lucy will prepare financial reports for Steve to present. Will send to him at least a week before meeting.

Agenda needs to be posted 1 week prior to meeting. Topics for agenda: food out, start meeting at 6:30 p.m., dessert after. Neomi wants to honor a volunteer who worked a lot of hours this year. Julie might present it and has ideas for a gift.

Discussion about bringing kids. Neomi wants to set up a game table.

### **Board self-monitoring**

#### **C: Global Governance Commitment**

Post reads aloud.

Board self-rating: 4.75/5

#### **D: Global Board - GM Connection**

Post reads aloud.

Board self-rating: 4.9/5

### **GM FYI Report**

Neomi highlights: we've had two deli staff members for 90 days now. Co-op is working on bulk, sales are still a rollercoaster. New kitchen door, which the Condo is paying for.

Neomi felt so great about our Co-op at the NCG Spring Meeting in April. It shows in the number of customers who become members.

## **GM Monitoring**

**Ends Report:** Neomi reports she's happy about the local purchasing numbers. Interesting that 64% of sales still go to members. This is a common percentage.

*Brooke moves to accept the Ends report, Post seconds. Motion passes unanimously.*

## **B2: Planning and Budgeting**

This report was left out inadvertently in the March meeting, which was when the budget was presented. Neomi verbally adds that an additional loan covenant from CFNE is having a financial audit. Since co-op is having a *review* instead of an audit, CFNE is willing to waive that requirement. Waiver will have to be requested

*Jane moves to accept B2 as presented, Post seconds. Motion passes unanimously.*

## **Open Session**

The Board needs a Secretary! Carroll volunteers. Board will vote her in at the Annual Meeting. Duties of the Secretary: ensuring that Secretary of State registration is up-to-date. Filing Board reports in Board file. Recording secretary (Lucy) will send notice of minutes up on Google Drive to Secretary and President.

Neomi mentions Appendix H of the Board packet. It contains outdated information on the Member Benefits structure. Neomi will work with Lucy to get that cleaned up and will present to the Board in July. Bylaws were updated on website, too.

*Lindsay moves to move into Executive Session, Carroll seconds. Motion passes unanimously.*

## **6:55 p.m. Executive Session: Expansion Feasibility**

Board comes out of Executive Session at 7:30 p.m.

*Jane moves to authorize Neomi or Lindsay to sign a Purchase and Sale agreement after legal review, Lindsay seconds. Discussion: Is this in lieu of the Letter of Intent? No, it comes second to the Letter of Intent. Motion passes unanimously.*

**Next meeting:** Annual Meeting is 6/27

July 26th

August 23rd

*Steve moves to adjourn at 8:00 p.m., Jane seconds. Motion passes unanimously.*

Respectfully submitted,

Lucy Georgeff

