

**Springfield Food Co-op
Board of Directors Meeting
April 18th, 2019 6 p.m.**

Members present: Lindsay Post, Brooke Decker, Marianne Chapin, Caitlin Christiana, Sarah Bolaski, John Vorder Bruegge, Steve Greene, Jane Sandelman

Ex-Officio: Neomi Lauritsen

Guests- Gail Guy

Recording secretary: Brooke Decker

Meeting called to order: 6:02 p.m.

Co-op stories and introductions:

Post met a woman who is excited but nervous about expansion because she loves the feel of the coop. We reassured her that while we discuss expansion we have that at the forefront of our minds

Gail comments that the atmosphere of the co-op is clean and comfortable.

Brooke visited the Concord NH co-op and raved about the hot bar there.

Approving the minutes of March 21st:

Approved motion my Post, second by Marianne. Motion passes
One abstention.

GM Monitoring:

FYI

14 new members in March.

Change for change is doing great. Bringing greatness to the community. Kitchen is on the up and up with a new staff. Jeannie Wells visited for the day. She met with all the managers at the store. We are in great shape here. Produce sales are down again, but there is a plan to turn things around.

B1

Manager Reports compliance on all parts of this policy

Preliminary End of year numbers in. 13.3% sales growth for the year.

Steve moves to accept this policy as submitted with the acknowledgement that this report contains preliminary numbers.

Second by Post all in favor. Motion passes.

BOD Self Monitoring:

D2:

Board gives themselves a score of 4.89

Expansion Discussion:

Pro Forma-is on hold waiting on equipment numbers and some funding numbers
3 draft designs from GBA were submitted this week to the board, this will help inform construction numbers.

Expansion Committee-

Update- Timeline- Steve created a timeline document has emailed it to the board. This is a living document

Board will send it to Marilyn after review from the board.

Option B from GBA- great concept jane will report to the architects with some of the additions/comments: example a hot bar, and increase grocery.

Opportunity zone- Steve gave an explanation of the O.Z. and how we could use it as an option for investment.

Shares-

The board needs to work to determine the terms of our shares.

We will vote on this at the next meeting after a presentation from the Capitol Campaign.

Brooke will call in to the next expansion committee meeting April 24th 2pm and give a report on Capital Campaign.

Project Manager- Jane is tasked with drafting recruiting documents. We hope to hire in the next 6-8 weeks. The board is looking forward to this. There will likely be two interviews the Expansion committee and Neomi will conduct the interviews. The Project Manager will report to Neomi. They will work very part time to start and increase their hours as the workload increases.

Business Plan: Neomi is looking to the SBA for a template. Lucy is working on updating the recent business plan. While not a set in stone document, this exercise is very useful.

Patronage Dividends:

The goal is to have the dividend announcement at the Annual Meeting. Still waiting on final numbers.

We plan to distribute in the month of October, for Co-op Month!

Priority will be to give in house store credit at the register.

Lucy is working on a timeline- for the roll out of this.

Other Business:

Annual meeting:

Location-

Option 1

Great Hall- June 13th

We will need a PA

Post will contact Bob Flint-

Option 2

- is June 12th at trout River

Option 3

Congo Church-

This is a board event-

We need a

Set up committee

Clean Up Committee

Kelen will not be running for re-election.

Open Session:

Guest, suggestion for a shred event held in the co-op parking lot.

Next Meeting:

Suggested by law changes (removal)

May 23rd next meeting

Steve made a motion to adjourn 8:20 pm

John Second

Motion passes