

**MCP BOD Meeting
February 5, 2018**

Present: Aaron Behnke, Amanda Marple, Tia Johnson, Mela Taylor, Robert O'Connor, Angela Reh, Lilly Rose

1. Call meeting to order: 6:49pm
2. Approve previous meeting's minutes: Angela Motions, Mela Seconds minute approved unanimously
3. Board Membership: Lilly recommends Amanda Marple be appointed to the BOD. Amanda has connections, knowledge, and experience in the co-op world through her education with the Food Justice Lab at WVU and work at Firsthand Co-Op. She has volunteered at the store for the last several years. Tia motions Amanda be appointed, Angela Seconds, Amanda is unanimously approved to join the board.
4. Election: Our annual BOD election is slated for this spring. We have three positions open (Devin and Amanda will both have to run, assuming they get election there would only be one new addition to the BOD).
 - Timeline.
 1. Nominations must run for 4 weeks March 23rd-April 13th
 2. Voting must run for 2 weeks April 20th-May 4th.
 - Select date for member meeting/potluck: Dorsey's Knob, April 21st. Lilly will call and reserve the Shelter. All nominees will have a chance to address the membership at the potluck.
5. Manager Report
 - a) DUBVEATZ: Lilly signed the contract, Alanna Higgins (volunteer) will be digitizing the inventory over the next two weeks and we should be able to start offering the service at the end of Feb/early March
 - b) USDA Grant: The money for the freezer is supposed to be disbursed this week. We have everything in line to purchase the material for the 6 shelving units, ice maker, and produce bins and be reimbursed. Mela offered to put those purchases on her credit card and the store will reimburse her when the grant funds are issued.
 - c) LOC with United: We have successfully extended the LOC until December 11, 2018. We are only required to make interest payments. The hope is that NCIF will take over the loan after Jeannie Wells assessment
 - d) CDS CONSULTING: Jeannie Wells will be in the store from Feb 21-23. Brittney Baird will also be here (through not the whole time). Jeannie will be conducting a baseline assessment for the store and will recommend changes/resources after her visit. This consultation is fully covered by a grant obtained from VC2 and subsidiary of NCIF.
 - e) UNEMPLOYMENT: As discussed in the last meeting Dylan Hill (terminated 12/11/17) filed for unemployment. He had denied benefits due to misconduct and has since

filed an appeal. Our telephonic hearing is now 2/14/17 at 11:00am. Tia, Marinea, and Lilly will be on the call as witnesses.

- f) SIGNAGE: We have a new large sign display in the store window of the 131 side. It has 3 chalkboard signs (front and back), which can be changed as needed. The photo wall has also been completed with pictures of the BOD and staff.
 - g) PROFIT&LOSS: January 2018 -\$1,097.40 compared to January 2017 -\$8,200. We and three payrolls, and quarterly taxes were due.
 - h) DONATIONS: We donated a \$50.00 gift card to Conscious Harvest Co-Op, and a \$50.00 gift card and a \$800 valued chainsaw wood carving to Friends of Decker's Creek
6. Employee Report: Marinea has made a survey, the board added notes and we will release it later this week. Tia discussed on taking a group of volunteers to pick up trash around Morgantown and hand out flyers for any event we were having that month, information on our bulk sections and reusable/eco friendly items. Also, possibly planting/donating trees.
7. Committee Reports
- 1. Personnel Committee
 - Amendment to policy manual regarding write-ups: we will discuss this next meeting when Ruth is present
 - 2. Finance Committee
 - 1. Begin merging our two bank accounts (United and Clear Mountain) into one to avoid overdraft fees.
 - 3. Publicity Committee
 - 1. Discussed need for more literature and reviewed East End Co-Op's marketing material. Amanda will work on this. Publicity items mentioned were a Spring Open House (possibly in coordination with 123s Punk Flea Market), Educational Panels at the Co-Op or next door at the 123
8. Old Business
- 1. Small Farm Conference is at the end of this month. Lilly and Amanda will go for one day of it.
9. New Business
- 1. Venerable Bean bakery is to be named on PETA's Top Ten Vegan Treats in the next few days. They will be sending the store a certificate to hang. Amanda suggests meeting with a new payroll (Curtis at Service Plus Inc.) and accounting service (unknown name) companies that Firsthand coffee uses.
10. Next meeting: March 5th at 6:30pm
11. Call meeting to close 8:14pm