

Date: May 7, 2018

Meeting Called to Order by Gabby at 6:03, seconded by Tia

In Attendance: Devin, Ruth, Gaby, Lilly, Amanda, Tia, Mela, Robert, Joe, Jonathan

1) Previous Minutes Approved by Devin and seconded by Tia.

2) Election Results

- Amanda and Jonathan voted in, Joe and Devin tied
- Devin volunteers to step down and remain as an 'ad-hoc' member for the newsletter and any other co-op needs (possibly more responsibilities after bylaws are revised)
- Position and committee assignments will be discussed when the full board is present

3) Manager Report

- Financial Reports
 - April financials given to the board
 - Financial reports will be available on google drive the day after board meeting, and posted prior to meeting in the future
 - Lilly submitted request for Technical Assistance from VC2. This request was for accounting help and overhauling the books by the end of the fiscal year (June 30th). We should know by the next board meeting what the next step is.
 - Lilly submitted updated financials to Kevin O'Connor at NCIF and has not yet heard back. She will check in with him again tomorrow. The deadline in December 11, 2018.
 - Day-to-Day Store Operations
 - Seafood now available (Alaskan salmon and cod plus WV Trout)
 - Signed up for SPINS--independent trade data for brands and trends. Should help keep up ahead of the curb. Lilly and Tia are meeting periodically to game plan accordingly.
 - The total retail square footage of the store is a little over 1,500--this includes both sides. Lilly is using this information to help ensure every square foot is profitable.
- Mandatory inventory session June 30th 5:30-done. Everyone can bring a +1**

4) Employee Report

- Employee's would like to be more informed about board meetings. Lilly proposes posting meeting minutes on website for both staff and members to view.

5) Committee Report

- Finance: the finance committee met with the co-ops long standing accountant Charles Howell to review the fiscal year end taxes (July 1 2016-June 30 2017). This information shows the state of the co-op when Ashley the old GM left, and has gotten significantly better in the meantime.
- Personnel: Lilly's review is scheduled for 5/15 at 4:00pm the committee will be meeting independently prior to then as well ask speak with Tia about employee feedback.
- Bylaw action committee: in person meeting is 5/22 at 4:00pm. The committee has asked for everyone to read the bylaws and suggest any changes as the committee is working through. Bylaws are posted on the website and available to BOD members through the google drive. Proposed changes will be brought to the June meeting for approval/review.

5) Old business

- Branding: what is our mission? We need to decide collectively what the purpose of the co-op is. The will help us focus on what is important and provide a clear guide for

branding in the store, online, and in adverts. All board members should bring ideas to the next meeting.

Call the meeting to close at 6:35pm by Gaby

Scheduling for next committee meetings and next board meetings

Personnel Committee - 5PM 5/15/18

By-law Action Committee - 4PM 5/22/18

Board Meetings: JUNE 6:00PM 6/4/18, JULY 6:00PM 7/9/18, AUGUST 6:00pm 8/6/18

INVENTORY SESSION 6/30 @ 5:30PM