**Main Market Coop**

**Monthly Board Meeting –Thursday, November 21, 2019**

**5:00 pm, community table main floor**

**AGENDA**

1. Call to Order – President 5:11pm
   1. Review of the Agenda 5:05pm
   2. Roll Call – Tamy, Martee, Dana, Laura, Amber, Tim by phone, also Shanon, Megan, and staff member Brooke. 5:12pm
   3. Committee Updates (5 minutes each committee) Board Perpetuation met: BOD needs to set the date of the 2020 Annual Coop member meeting, and to decide to use electronic voting. The Board of Directors application will be sent to BOD members to assist in spreading the word to attract good candidates(like Rick Eikstad). April 23rd proposed for best date.

**Motion to accept Annual Coop meeting of April 23, 2019; Amber motion, Martee 2nd, Tim abstained, passed.**

1. Approval Items
   1. **October Minutes accepted Amber motion, Martee 2nd Tim abstaining, passed. 5**:27pm
   2. D3 – delegation to GM, we are in compliance

**Dana motion, Amber 2nd, Tim Abstained, passed.** 5:30pm

* 1. FYI Report, Brooke

Staff feels really feel prepared and better organized for the holidays. Coop is staying up to date on marketing (without marketing firm) maybe increasing Facebook exposure soon. Isabell was moved into the bulk department and is proving to be very competent. MMC is starting to act with survey data on re expansion of Bulk dept. After Christmas healthy eating push and also to “Buy Bulk ***Save money in 2020”***. Labor cost vs sales up – due to staff training and sales slump etc. MMC managers are looking at staffing to do more cross training to enable efficient scheduling. There was a definite boost in moral after staff party! Looking like a .05 % growth 5:41pm

* 1. B1 Financial Condition – Megan

B1.1 Sales growth in a couple areas is not in compliance, having been affected by a boom and bust convention year and increased competition on deli sales. Wellness dept. had huge decline, other coops’ wellness depts are struggling too -due to easy CBD availability and online supplements. Anita is working to balance inventory. We have a plan in place to improve! The bi weekly member sales are working and we are collecting that data. We will keep fighting for our plans around sales growth!

B1.2 Net income is out of compliance – due to the surprise in wellness reduction! Also in Deli margin – sushi onboarding, baking start up. Planning not to have inventory reduction for 4th quarter. We are on track on our plan to improve our numbers and will be on target for net income, and hoping for sales improvement.

B1.4 Cash ratio is off and needing to adjust for $30,000, we’re watching cash very closely and making immediate adjustments. STCU money market account $20,000 + was thought to be member equity CD, but actually it is not. We are deciding to cash it out. We make a proposal to keep it as a safeguard for cash and a capital re investment plan.

**Accept B1.1, B1.2, B1.4 out of compliance and working on plans to improve. Amber motion, Dana 2nd , all in favor.** 5:59pm

e. Executive committee recommends the MMC Board of Directors to accept the updated GM job description, AND Shanon’s status to be changed to permanent GM.

**Amber Motion, Laura 2nd , Tim abstained, passed.** 6:23pm

1. **Executive Session 2nd Floor Main Market Coop**

Board retreat date finalization - February 8 , 2019 Topics to cover: Dropbox , onboarding , strategic planning -focus on development of committees(+charters), community outreach area, annual review process for GM and wage discussion, forum info. Review BOD policy governance calendar.

Combine retreat with monthly board meeting.

**Upcoming Meetings:**

**Next Board meeting, January 16, 2020**

***Finance committee will meet first week of December***

***Board perpetuation will Email arrangements for a December meeting***