

Bluff Country Co-op Board Meeting Minutes

Monday, August 8, 2016

5:30 pm – 8:00 pm

Faith Lutheran Church

Attendees: Dawn Schreiber, General Manager, Melissa Gordon, Lynn Carlson

Board Members Present: John Chernega, Diane Leutgeb Munson, Mary Kirk, Ann Lichliter, Aurea Osgood

Board Members Tardy: Charlotte Roraff

Board Members Absent: Rachel Kimman

TOPIC	DESCRIPTION	ACTION/OUTCOME		
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		Yay	Nay	Abstain
Task Review	<ul style="list-style-type: none"> • All tasks were completed. 			
Review July Minutes	<ul style="list-style-type: none"> • No changes were made. • John motioned to approve the May board meeting minutes. Diane seconded. 	5	0	0
GM Monthly Update	<ul style="list-style-type: none"> • Sales have picked up since parking lot reopened. • Three employees have left. • Two employees attended Convergence Conference. 			
B8 Logistical Support	<ul style="list-style-type: none"> • There was a suggestion to change the description of board meetings from “perennial” to “monthly” for more clarity. • Aurea motioned to approve the B8 Monitoring Report. John seconded. 	5	0	0
Review Survey Results: c7 Board Committee Principles	<ul style="list-style-type: none"> • There was a question regarding the first statement (“The Board will use committees only to help accomplish the job of the Board.”). The question was: “Why is the word ‘only’ in there?” The response is that board committee work pertains to the work of the board, as distinguished from work of the store (e.g. stocking shelves). 			
Committee Updates including Candidate Update	<ul style="list-style-type: none"> • Social Equity Committee <ul style="list-style-type: none"> ○ Mary has stepped down as chair. Diane and John will take over as co-chairs. ○ The Committee wrote out potential by-law changes and submitted them, along with an explanation of 			

<p>and Retreat Topics from Board Development</p>	<p>why the changes are being proposed, for publication in the fall newsletter.</p> <ul style="list-style-type: none"> ○ Upcoming dates for Catholic Worker meals: August 26th, Sept. 23rd, Oct. 28th. August meal prep will be at Mary’s house at 3:30pm. ○ Lynn will send out a sign up sheet for food. <ul style="list-style-type: none"> • Member Outreach <ul style="list-style-type: none"> ○ Organizing and delegating tasks for AMM. ○ Rachel will send a doodle poll to schedule a rehearsal during the week before the AMM. The History Center is available for rehearsal weekday evenings after 5 and Saturday and Sunday during the day. • Board Development <ul style="list-style-type: none"> ○ Working on finalizing a list of potential candidates to invite to a Happy Hour, which will be held Tuesday, August 23 from 5-6PM at Blooming Grounds. Please send your list of names, along with candidate’s email address, to Charlotte. ○ Diane noted that many people she has talked to have expressed concerned about the 3-year term. ○ The next board retreat will be Sept. 11 from noon-4:30pm. There will be a potluck and games. Agenda items include the Ends and Strategic Planning. Location TBD. ○ The board will vote on officers at September meeting. If you are interested in being an officer, email Ann. ○ The committee is still discussing self-evaluations. ○ The duties of the VP will remain the same. ○ Phone meetings with Joel have been scheduled for the following times. Melissa will add them to the board calendar. <ul style="list-style-type: none"> ▪ Monday, September 19, 4PM ▪ Friday, October 14, noon (tentative) ▪ Nov. TBD ▪ Friday, December 16, noon • Project Committee <ul style="list-style-type: none"> ○ Updates will be given during “Expansion and Capital Campaign Updates” 			
<p>Expansion & Capital Campaign Updates</p>	<ul style="list-style-type: none"> • The intention was to vote on financing today, but we are waiting on a few things from Home Federal first. • We are looking for a \$1.1 million loan. • Home Federal will not subordinate our mortgage loan. Their proposal to roll the mortgage loan into one larger 			

	<p>loan (~ \$1.5 million) is attractive.</p> <ul style="list-style-type: none"> • Merchants offered to loan us 660K for equipment. • Bremer wants our proposal reframed. • Once we have final answers from Home Federal, the Board plans to vote electronically to sign the paperwork for the loan. • Dawn went before Risk Management Committee (made up of 4-5 co-op GMs and several NCG staff), and they approved our project. • The General Contractor is redoing the plans to fit our budget. Once this is finished, he will give us more concrete timelines. • Capital campaign: We are at \$557,912 out of \$610,000. • Mary Reek from Engraves will advise on interior design/decorating. 			
Board Member Insurance and Budget Revision	<ul style="list-style-type: none"> • We don't yet have board insurance. Dawn received quotes from Winona Agency and Horihan Agency and has asked for more information about the policies but hasn't heard back. • We can't make a decision until we find out what the policy actually covers, and Dawn has been trying for two months to find this out. • Aurea will look into the policy that board members at Winona Volunteer Services have. • Board will ask Joel about this at next meeting. 			

TASK	RESPONSIBLE PARTY
Update talking points for expansion and put on website	Dawn and Melissa
Send ingredient list for August Catholic Worker meal.	Lynn
Send a doodle poll to schedule an AMM rehearsal during the week before the AMM. (The History Center is available for rehearsal weekday evenings after 5 and Saturday and Sunday during the day.)	Rachel
Send list of interested board candidates, along with candidate's email address, to Charlotte.	All board directors
Email Ann if you are interested in becoming a board officer.	All board directors
Add phone meetings with Joel to board calendar.	Melissa
Watch for email with electronic vote regarding loan.	All board directors
Look into the policy that board members at Winona Volunteer Services have.	Aurea
Ask Joel about board member insurance policies at next meeting.	All board directors
Review last year's PPT and send feedback to Aurea.	All board directors
Add to September agenda: Vote on officers	Ann