

## Bluff Country Co-op Board Meeting Minutes

Monday, November 9, 2020

6pm – 8pm

Virtual meeting via Zoom

Attendees: Dawn Schreiber, General Manager; Alexa Shapiro, Administrative Assistant

Board Members Present: Jenn Baechle, Aurea Osgood, Ian Nicholson, Kay Pedretti, Heather Lorenz, Donna Kamann, Laura Johnson, Josh Datta, Alex Sharp; alternate board member

Board Members Absent: Ann Lichliter, Terri Hansen, Eileen Hanson

TOPIC	DESCRIPTION	ACTION/OUTCOME		
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		Yay	Nay	Abstain
Owner Member Forum	<ul style="list-style-type: none"> <li>● No discussion was had.</li> </ul>			
October Task Review	<ul style="list-style-type: none"> <li>● Some tasks carried over, see below.</li> </ul>			
Review October Minutes	<ul style="list-style-type: none"> <li>● <b>Donna</b> motioned to approve the minutes. <b>Kay</b> seconded. <b>All</b> approved.</li> </ul>	6	0	0
Strategic Work	<ul style="list-style-type: none"> <li>● Annual Owner Meeting                             <ul style="list-style-type: none"> <li>○ The election system would need to be changed if the AOM was virtual.</li> </ul> </li> <li>● Election of Board Officers                             <ul style="list-style-type: none"> <li>○ Kay Pedretti is running for President. Ian Nicholson is running for Vice President. Aurea Osgood is running for Treasurer. Jenn Baechle is running for Secretary.</li> <li>○ <b>Ian</b> motioned to approve the election of new board officers. <b>Donna</b> seconded. <b>All</b> approved.</li> </ul> </li> </ul>	6	0	0
Committee Updates	<ul style="list-style-type: none"> <li>● Board Development Committee                             <ul style="list-style-type: none"> <li>○ No discussion was had</li> </ul> </li> <li>● Finance Committee                             <ul style="list-style-type: none"> <li>○ The board has been under budget the first six months of this fiscal year. For 2020, they would like to donate some of the unspent funds to Winona</li> </ul> </li> </ul>			

	<p>Volunteer Services and reduce the 2021 budget.</p> <ul style="list-style-type: none"> <li>○ Updated the C-Share redemption process to include quarterly redemptions. No redemptions can be given this year. The C-Share letter has been updated and needs reviewing</li> <li>● Food Access Committee <ul style="list-style-type: none"> <li>○ The committee has four non-board members on the committee. They are working on increasing awareness about the co-op through partnerships and increased marketing efforts</li> </ul> </li> <li>● Owner Outreach Committee <ul style="list-style-type: none"> <li>○ The committee will begin doing quarterly new member calls. They would like to increase marketing about the board so owners can learn more about the board. The committee is also starting conversations about the 50th anniversary in 2022.</li> </ul> </li> </ul>			
B1 Financial Condition	<ul style="list-style-type: none"> <li>● Financial Condition <ul style="list-style-type: none"> <li>○ The GM is focusing on ways to improve the current ratio and debt to equity ratio. The board discussed incentivizing holiday ownership sales.</li> <li>○ <b>Donna</b> motioned to approve the B1 report. <b>Kay</b> seconded. <b>All</b> approved.</li> </ul> </li> </ul>	6	0	0
Store Update	<ul style="list-style-type: none"> <li>● Managers are sharing trainings relating to de-escalation and working to get this information to staff before the holidays</li> <li>● Sales were up 15.9% this past month</li> <li>● <b>Aurea</b> motioned to accept the GM report. <b>Donna</b> seconded the motion. <b>All</b> approved.</li> </ul>	6	0	0

Tasks	Responsible Party
<ul style="list-style-type: none"> <li>● Look into monitoring reports to see if anything is missing</li> </ul>	Dawn
<ul style="list-style-type: none"> <li>● Reach out to new board members to schedule orientation</li> </ul>	Board Development

<ul style="list-style-type: none"> <li>● Send Aurea a picture of your fridge</li> <li>● Pick up the package on the special order shelf at the co-op and don't look at it</li> <li>● Look at the C-Share redemption letter and send Donna any feedback you may have</li> <li>● Get rack cards to Alex Sharp for Winona Health clients</li> <li>● Let Dawn know if you need rack cards to place in strategic locations across town</li> <li>● If you're available to help with phone order shifts, sign up on the spreadsheet</li> </ul>	<p style="text-align: center;">Committee</p> <p style="text-align: center;">All</p> <p style="text-align: center;">All</p> <p style="text-align: center;">All</p> <p style="text-align: center;">Dawn</p> <p style="text-align: center;">All</p> <p style="text-align: center;">All</p>
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