

Member Meeting Minutes
August 16, 2010
Time: 6pm to 8pm
Location: ZACC, 235 North 1st Street

Board members in attendance: Terri Roberts, Leslie Guerreri, Kate Keller, Jack Rowan

Board members absent: Jessica Glebke, Ben Weiss

Members in attendance: Four

1. Kate K. welcomed members to the meeting. No additions to the agenda.
2. Announcement: there will be a Burns Street Square fundraiser on September 4 at the Palace. \$5 entry fee and raffle.
3. Discussion Items
 - a. Security cameras: Kate K. provided an overview of the discussion regarding security cameras at the July meeting. A new development on this issue occurred last week and a decision does not need to be made at this time. If this issue arises in the future, the wiring infrastructure will be in place if members choose to install a security system.
 - b. Beer and wine sales: Coop coordinators will create a simple survey to ask members if they would like alcohol sold at the Coop. The Coop has done little research about this topic. Terri R. has committed to do this research in order for Coop members to be able to make an informed decision.
 - a. Meeting attendees questions:
 - i. Does a paid staff person have to be present during store hours?
 - ii. What are the capital requirements to sell beer and wine?
 - iii. Does the Coop insurance cover liability and responsibility of selling wine and beer?
 - iv. How will this change the security requirements in the store?
 - v. Is there a fool proof way to not sell to minors with non-paid staff checking IDs? Need thorough age-screening process.
 - vi. What products would the Coop sell? Would there need to be a special alcohol product policy?
 - vii. How much store space would be allocated to alcohol?
 - viii. Can cashier sell alcohol?
 - ix. What would be increased staff costs?
 - x. Bottles versus cans? Sustainability.
 - xi. Will this decision affect member's safety? Will there need to be a safety protocol put in place?
 - xii. How would alcohol sales affect Coop revenue?
 - xiii. Would another alcohol retail store want to partner with the Coop?
4. Leslie G. moves to approve the July meeting minutes. Jack R. seconded. Unanimous.
5. No members participated in the open floor for members.
6. Board of Directors

- a. Leslie G. provided an overview of the skills the Coop Board needs: financial skills, outreach skills, volunteer coordination experience. The Coop is also recruiting Board members who are committed to the Coop model and invest time in the Coop.
 - i. It was suggested that a Recruitment Ad Hoc committee be created with Leslie G. as Chair and past Board members (Brace, Maxine, Lynette) to help with Board recruitment by the October Annual Meeting.
 - b. Jack R. is working on projected numbers on what the revenue sales need to be to increase Coordinator hours.
7. Reports
- a. Kate K. provided a Coordinator report. Highlights include:
 - i. Membership level is the same.
 - ii. There is a continuous problem to cover shift Friday nights and Saturdays.
 - iii. FTOP program is not being used proactively. Kate K. recommended suspending this program for members who have not had a regular shift.
 - b. Terri R. provided an overview of the Coop financials. Highlights include:
 - i. July had \$18,304 in sales, averaging \$800 per day. This is down from June.
 - ii. The Coop will need to spend \$1800 from savings to pay for more shelving.
 - iii. The member loan program is being researched for accumulating capital for asset expenditures that are required for the expansion.
 - iv. \$85 was raised to purchase a child-friendly cart.
 - c. Leslie G. reported that the Attendance Committee has not met since the July Member Meeting.
 - d. The Product Policy Committee has not met since the July Member Meeting.
 - e. Jack R. provided a Building and Ad Hoc Capital Budget report. Highlights include:
 - i. \$35,000 will help the Coop address needs to purchase items to help in the expansion (carts, shelving, coolers).
 - ii. 7.89% is the interest rate for the Coop to take out a loan for capital improvements from a financial institution. Jack R. has done research on Member Loans and if the Coop took out a five year Member loan; the interest rate would be 4%.
 - iii. The construction on the building is moving along on schedule. If this continues, the Coop will be moving into its temporary space in mid-September.
 - iv. The murals will not be moved at this time.
 - f. Erin provided a Customer Service Committee report. Highlights include:
 - i. The Committee would like to conduct a survey to members about customer service.
 - ii. A suggestion box will be provided to members to voice concerns and suggestions.
 - iii. The Committee suggested working on the training model to include customer service.

Next Member Meeting: Monday, Sept 20t, 2010 6:00 pm at the ZACC