

Missoula Community Food Co-operative Meeting Minutes: June 20, 2011

Members present: Jess Glebke (co-chair), Ben Weiss (co-chair), Jack Rowan (director), Kate Meinig-Smith (director), Terri Roberts (director), Becky Hofsted, Jason McMackin, Scott Morris, Kate Keller (coordinator), Val Coulter (coordinator), and Cass Hemphill (recorder).

1. Welcome

Ben began the meeting at 6:10 pm and asked everyone to quickly introduce themselves.

2. Additions to the Agenda.

Val asked if we could discuss the disability policy.

3. Announcements.

The NMCDC is having a spaghetti dinner fundraiser on Friday; the Co-op is donating a salad for the dinner.

4. Open floor for members.

Cass mentioned the Center for the Advancement of a Steady State Economy (CASSE, steadystate.org) as an organization whose values are in line with MCFC. She suggested the board members might be interested in looking at CASSE's Facebook page.

5. Board of Directors (BOD) Discussion Items

Val discussed a couple of situations regarding giving a disability caregiver exemption. Val will follow up with the members involved and reassure them of the Co-op's desire to provide work-shift waivers for caregivers as needed.

The Board also discussed how to handle requests from the media. The Board Members and the Coordinators will avoid taking an official stance on anything that's not Co-op or specifically food-related.

Jack mentioned we would like to encourage our producers (farmers, etc.) to be members, but recognize they have difficulty meeting their every-three-week work requirement during high-production months. The Board will discuss this and similar membership concerns over the coming weeks.

6. Board of Directors (BOD) Action Items

Minutes – The meeting minutes for May were approved by consensus.

Burns Street Bistro Space Sharing – The construction permit has been approved but the owners are still waiting on the Health Department permit. The business expects to have a bank loan later

this week. Pending obtaining the Health Department permit, the business would like to do cold prep in the Co-op's space, using the Co-op's license. Prep would take as little as 20 minutes or as much as 2-3 hours, and would likely be in the evenings (at least to start). They are also asking for a small temporary space in the walk-in. The plan is to begin with their mobile unit (the "Beastro"), which will serve bad-for-you late night food in a downtown location. The next step is to add continental breakfast and coffee in the space at the Co-op. Once people start coming here for breakfast, then they can add lunch and add a big-city style brunch. The food served at the Co-op building will all be scratch made, locally sourced, and organic, as possible. The commercial kitchen will be available for rent; they'll handle the scheduling, etc.

The Board discussed the desire for symbiotic relationships with this space. The Board also discussed charging a minimal fee for use of the space, in line with other rental agreements and fees, and encourage the owners to become members. The Board will finalize the details by the end of the week.

Membership Agreement wording – Kate relayed concerns that the Co-op's annual documentation requirement for limited-income membership is oppressive. The board and members discussed whether the limited-income membership is a one-year, renewable membership, or whether it is a one-time payment, like the full membership payment of \$125. The Board agreed to revise Page 8, Item C.1, of the *Membership Manual* to read, "for people who qualify for any form of public assistance, ... membership costs just \$15. Should you find yourself in a better financial situation in the future, we appreciate your cooperation in paying toward the full amount of \$125, thereby extending this opportunity to future members."

Secretary position – Leslie has resigned as secretary but will stay on the Board through the end of her term. Terri made a motion to nominate Kate Meinig-Smith as secretary; Jack seconded the motion. The Board agreed by consensus that Kate M-S will be our new Secretary.

6. Reports

A. Coordinator

Steve Guerrari has turned over the point-of-sale system to the Coordinators to finalize. Although most of the work has been done, Kate has several items to be completed before we go live with the system. The change from the current system to a POS system will be phased in beginning with some of our most-experienced cashiers. We're close to starting to schedule the training.

The Membership Committee is actively working on new forms (such as parental leave requests) and expects to have them ready soon. They're also working on a member card template, which will have each member's unique number. Members will be asked to present their card when they shop.

Now that the Membership Manual is complete, the Coordinators will begin following up with "lapsed" members (members not in good standing).

Kudos to Kate Keller – the new e-mail system is awesome! Kate’s still working out some glitches.

Val has developed an interim system for tracking member hours. As of Saturday, we will be current with this year’s data.

The Coordinators continue to work on product placement, shelf tags, etc., as our inventory grows.

B. Marketing.

The Co-op participated in the Sunday Streets event, which went well. Our outreach continues to generate interest and new members. We placed advertising in the NMCDC newsletter and also in the *Independent*. The next ad in the *Independent* will promote an event we’re having at The Palace in early September. The design team is rolling. We also created a 30-second commercial that will be shown each week at the summer Outdoor Cinema.

C. Facilities.

Jack mentioned that our Facilities budget included hardscaping (concrete, etc.) but no plants. The Facilities Committee is planning a fundraising activity where members who want to participate can sponsor plants for our landscaping. Jess suggested asking for a donation of \$1 at check-out and having donors write their name on tags that we could post near the check-out stand. Jack will generate a list of plants for the Marketing Committee, who will help find a way to raise money for our landscaping. The bed directly outside the entrance will be an edible garden. Jack will put out a call for a landscaping team.

We have new bulk bins; Jack is working on building the appropriate shelving.

Jack also mentioned we will ask the design team to start designing a permanent sign for the building.

The meeting ended just after 8:00 pm by general agreement.