

Missoula Community Food Co-op
August 17, 2015
6:00-8:00// Burns Street Bistro

Present: Nick Grener, Cheyenne Rivers, Kim Bostrom, Brian Smith (Board), Christian Russell (Coordinator), and Barrett Campbell (Owner)
Absent: Steffen Brown, Terri Roberts, and Emily Lincoln.

What's up with the website?

- WordPress notified us that they believed we were hacked approximately 10 days ago. Jason Weiner is currently helping. No timeline yet for when it will be back to normal.

DSD & register issues:

- There are some issues with the complicated check-out process, but Ben Kinder is working on getting a button on the register to make checking out DSD easier- we'll be able to tag DSD-eligible items when they're checked in, and then the POS system will be able to tally up the DSD total and track all such sales/discounts.
- If we get low on DSD funding, should we change the DSD program so that it is only available to our owners? A middle path might be just to limit the number of non-owners who use the program each day, which is how the farmers' market operates their version of the program.
- The general consensus is that each cashier should keep a running total on a sheet of paper with DSD totals, and that we should try to eliminate the DSD gift card. There should also probably be another line on the cashier checkout sheet for DSD.
- ***Christian is going to follow up on some technical issues re: programming. Nick will talk with Terri about streamlining the checkout process until the POS system is ready.***

Policy (Nick)

- All policy has been organized and standardized – it is currently up in Drop Box. **(THANK YOU, NICK!!)** What's most important is what is missing:
 - o Terminology: Owner/Member. Will be drafted for next meeting by Nick
 - o Security
 - o Store Closings for holidays. Draft suggestion: Thanksgiving, Christmas, May Day a paid holiday for Coordinators? Early Closures: Xmas Eve, New Year's Eve and July 4th
 - o Purchasing produce from owners
 - o Donations to other organizations
 - o Proof of Disability for work exemption
 - o Ownership drives

- Responsibility of paying for lost product when something breaks in store
- Product selection
- Business relationships
- Job position transfer for slow cashiers
- Store notification by terminating owners (including payment of outstanding dues).
- Proper use of Co-op space/project approval
- A policy binder will be created and presented at the October owner meeting.

Coordinator Report (Christian):

- The attendance database is completed and now we've started working on an AS database. Christian is currently doing monthly maintenance of the list at the end of each D week.
- The AS database is a little challenging as we cull the information from various sources. Of the 80 people who have signed on as AS at some point in time, 35 have shopped in the past year and only 5 have paid their annual dues for 2015.
- **Christian, Nick and Kim will follow up with phone calls to determine who may be interested in taking on an AS.**
- Produce ordering: we have some redundancies built into the system – ultimately in summer and fall we order from the Growers Co-op, Clark fork Organics and Lifeline – but the latter two are members of the Growers Co-op, so it would be much easier to just order through the WMGC. **The board will discuss this further and solicit input about streamlining this process form past coordinators.**
- Why do we no longer carry Lake Missoula Tea? There is no clear answer on this. **Nick will follow up with Lee.**
- What is the most effective way to talk with vendors that have material that isn't moving? We have some local vendors whose product isn't moving very quickly, but the consensus is that we don't need to pull it from the shelves, as we don't know what we'd replace it with. After it eventually sells out, we can decide whether to reorder it or not.
- An owner has been storing food in the back hall freezer and also spending a lot of time hanging out in the store. Can we have a contract with individuals regarding appropriate Co-op time commitments and making sure that projects get approved before they are begun? **Kim, Cheyenne and Lee will follow up on this.**

Approve minutes from July: Approved.

Marketing (Cheyenne) – “Going Negative in a Zero-Sum Game” handed out to review at next month's meeting.

Next meeting: September 21, 2015 6-8pm at the Burns Street Bistro