

Member Meeting Agenda

July 16, 2012, 6-8pm

Location: Missoula Community Food Co-op, 1500 Burns St.

Facilitator: Ben

In attendance:

Ben Weiss, Christian Russell, Terri Roberts, Kate Smith, Jess Glebke, Emily Lincoln, Kate Keller, Lacy Roberts and Barrett Campbell

Welcome, Introductions and Additions to Agenda

- None

Announcements

- The Co-op's presence at Rock the Hood! Northside Westside Block Party was noted – and praised - on the event's Facebook page.

Open Floor for Members (15 min)

BOD Discussion Items (40 min)

- Annual Meeting Date
 - October 18, 2012!!! (Rain date 10/25)
- Joe Holtz visit:
 - Joe will be here August 24th through the weekend. His visit is in honor of the International Month of Cooperatives. Joe will discuss the Park Slope model in the context of greater cooperative solutions to larger societal issues. There will be time for a presentation, mingling and Q&A.
 - Do we have 2 events? A smaller Open House style event at the Co-op or a larger event at another location?
 - The BOD will work on the details of this event – invitations, sponsors, location.
- BOD Retreat
 - Suggested date is October 6. TBD: will the retreat be one day or over night? Christian offered the possibility for a free house in Butte if the retreat is out of town.

BOD Action Items (5 min)

- June Meeting Minutes Approval: unanimously approved

Reports (50 min)

- Alcohol training (5 min)// Christian
 - There are still roughly 20 cashiers that need to attend. Christian will follow up with Lacy to coordinate and attempt to get more people together at once to complete the training
 - Financials & Additional Shopper (AS) Trial Program (20 min)// Terri
 - Sales have been down with a dip from May to June from \$47,530 to \$46,190. Currently, we are maintaining.
 - Last quarter we had sales totaling \$125,000, for this quarter it was \$137,900.
 - The petty cash till continues to get low on cash, but it is unclear where the cash is disappearing to

- The cash register tills should always be at \$100
 - A volunteer will be reinstated to perform regular drawer counts
 - We received a \$4,000 loan to be paid off on a monthly schedule to support the beer and wine. Repayment schedule is manageable.
 - AS shoppers contributed less than 1% of sales from May through July. It may be too early to assess the efficacy of this program. More information may need to be communicated to members about the scope and requirements of the program. (See below)
 - There are a total of 50 Additional Shoppers
 - 15 of the 50 Additional Shoppers have actually shopped using their AS numbers
 - Only 5 of the 50 Additional Shoppers are regular shoppers.
- AS Committee (5 min) //Kate S.
 - This is still a trial program that will need to be revisited and voted on.
 - There are inconsistencies that need to be addressed in terms of childcare, distinguishing between shoppers and members and fees. This will be discussed further at the AS committee meeting – all members will be invited (meeting will be held Wednesday, August 15th at 6pm at the Burns Street Community space).
- Marketing (10 min) // Jess
 - The Co-op shade tent at the Rock the Hood event was a hit. People stopped by and enjoyed the shade and beverages and asked great questions.
 - Marketing committee will meet to discuss the language for new informational pamphlets/handbills. With the website being so up to date and easy to navigate, marketing has been able to hand out a simple flier directing people the website.
 - Future things to consider:
 - Coupon book at UM
 - Freshman orientation at the UM
- Coordinator (10 min) // Kate K
 - Board recruitment plan needed.
 - Lacy and Kate K. will evaluate what our busiest times are and begin attempting to staff the member services desk.
 - Thanks to the Attendance Team for all their hard work in making phone calls and working with the current system!
 - Website & Marketing:
 - Finalizing graphic identity and working on getting more bags printed.
 - In-store marketing is coming along beautifully. We could use another person to help prep the materials, painting and sanding.
 - Website – The website is looking great! We should look into a secure checkout for bulk ordering.
 - It is a high priority for Kate K. to contribute regularly to the blog.
 - Orientation & Training:
 - Smoothing out the gaps between orientation sign-ups, training sign-ups and regular shift placement.

- Kate and Lacy will create an office shift calendar to figure out roles and fill holes.
- Facilities Report // Ben
 - Jack is building more bookshelves that may be ready next Tuesday.
 - The air conditioner was not working, which caused the produce cooler to act as the AC for the building. This in turn burned out the compressor. Routine maintenance of the AC filter can prevent this. It is agreed to contract maintenance out for \$500 a year, this is all inclusive.
 - Need tarps for the front of the cooler – this could cut down on electricity and preserve cooling within the system.
 - There was a sprinkler issue in the irrigation system where we tapped into the wrong hose. This issue has been fixed.
 - The marketing committee will be reviewing the most effective way to do in-house fundraising, such as adopt-a-plant or help prevent rotten meat!

Next Member Meeting: August 20, 2012 @ 6pm @ the Co-op