

## Member Meeting Minutes

September 17, 2012 // 6pm to 8pm

Location: Co-op, 1500 Burns St

Facilitator: Ben Weiss

In attendance: Christian Russell, Kate Smith, Kate Keller, Jess Glebke, Ben Weiss and Barrett Campbell

Welcome, Introductions, Additions to the Agenda

- Approval of August Minutes: will revisit next month.

Announcements: no announcements

Open Floor for Members (15 min) – no member comments.

BOD Discussion Items (45 min)

- Annual Meeting planning- the board will further discuss and refine the annual meeting plan outside of this meeting. Items that need to be addressed include:
  - Logistics (number of tables and chairs, power cords for hot plates/items and time line, etc.)
    - 5:30 – 6:00 start time for snacks and socializing
      - Co-op will provide some items TBD.
    - 6:00 – 7:00 meeting and business.
  - Presentation/content (discussion of business or presentation focus?):
    - Panel style discussion was uncomfortable for some members and seemed to create distance from the members. Scattered tables throughout with board members at different tables is agreed upon as a preferable layout.
    - Content:
      - Committee recruitment: board members could introduce each committee and discuss their objective, or information could be left out for members to review. At this point however, it is not clear which committees we would recruit for and what responsibilities these committees would have. Job descriptions and needs for the following committees need to be refined:
        - Marketing
        - Facilities
        - Technology
        - Finance
      - Candidacy announcements and voting instructions
      - AS Program review and open discussion. The recommendation is to extend the trial program to March, with the option to terminate after the trial. The AS committee will present their evaluation and recommendation in detail.
        - The vote on the AS Program will likely be held at the November meeting, which requires interested members to be present to cast a vote.
        - The program could be extended until March, terminated in November or permanently implemented as is, which is not recommended. Member feedback will be heard.
      - Absenteeism
        - Is this part of the AS discussion or a topic on its own?
        - Our lack of a work force precludes us from completing special

projects, but even more immediately prevents us from offering basic member benefits. As we grow we need more working members. Moreover, there are community projects that we cannot engage in because we do not have enough members working to sustain our store work force. This prevents us from volunteering our hours with other organizations; something the Co-op members have expressed interest in doing.

- What is the best way for the Co-op to address the needed for better shift attendance among members? How do we inspire our members to start filing their shifts? Do we need to discuss closing the store when there are not stockers?
- What do we need in terms of member numbers (working, shopping members) to sustain the Co-op? Lacy and Kate K. are working on this presently.
  - Financial Report: should we end with this?
- Raffle
  - Crafty members need to be approached about donations.
  - Tickets, 1 for \$5 or 5 for \$20. Everything will be raffled at the end of the evening. Must be present to win.
  - Businesses have donated in the past, vendors could be invited to donate and the Bistro could be approached to donate gift certificates. Board members will solicit donations on a voluntary basis.
- BOD recruitment
  - There have been three individuals who have expressed interest in serving.
  - Board candidates need to be posted 7 days prior to the annual meeting and voting ends at the meeting – unless there are no interested candidates or a quorum. The quorum is 6 votes and therefore shouldn't be an obstacle.
  - Board members will continue to seek out other candidates.

## Reports

- Coordinator (20min) // Kate K
  - From conversations with Joe Holtz, the emphasis of our conversations were that it's the role of the board to solicit interest in governance from the membership and raise interest in the policy making and democracy of the Co-op. The board needs to listen and inspire the membership to be active in what happens with the Co-op. How can we demonstrate the correlation between what could be accomplished with the Co-op and how deficient we are in work shifts? What are the consequences of you missing your shift? What are new ways that people can take ownership of the time that they serve at the Co-op?
  - Membership is increasing!! Kate K will present numbers for new members at the annual meeting. People are signing up for training when they go through orientation.
  - Sales have been solid in the past month and shifts were filled more in the past two weeks than they were filled in the summer. Note, however, that we have a deficiency in shifts filled from the summer.
  - A system of warning members in advance that their membership will be deactivated if they are delinquent in their shifts is in the works! This will also require a means of reactivating delinquent members in the POS system.
  - The fantasy working member database we have dreamed about is being worked on by a

- Park Slope Co-op staff member – more information TBA.
- Kate has been looking for another person to help with product research. Lacy and Kate continue to work on a system of notification for filling member product requests.
- Jack continues to work on bulk shelving.
- Marketing (15min) // Jess
  - Sunday Streets: The Co-op Lounge was a hit once again! People sat down and relaxed. Our placement was great and visitors loved the apples we were handing out. Parks and Rec was not pleased that we offered sugar at the cupcake walk because it did not require a great deal of physical activity.
  - Christian has made an offer to make more sandwich boards. A logo roughly 18" by 24" is needed. Ben will discuss getting a stencil from Chris.
  - We are partnering with UM Flat to get information out about the Co-op. This will include giving presentations and tabling on campus when appropriate. Students in the business program are also volunteering to go into small businesses, such as the Co-op and do marketing assessments. If we have a student assessment we can do with the information as we choose.
  - There is a new flier for UM that is currently being printed. The owl has been changed to a pepper.
- Financials (10min) // Terri – not present.
- Facilities (5min) // Ben
  - Jack is about 2/3 done with new shelving, as mentioned above. The produce flaps are also in the works. Jack is working to ensure the new project is completed and meets health code. Jess will also be involved.
  - Ben and Blake are in discussions about other facilities/maintenance projects.
- Alcohol training (5min) // Christian: The majority of people are trained and no further trainings are scheduled. The policy for future training is still being developed and will be brought to the November meeting.

**Next Member Meeting: Annual Meeting October 18, 2012,  
5:30 pm @ the Co-op**