

BisMan Community Food Co-op Board Meeting

June 19, 2017

6:00 PM

I. Welcome!

Meeting called to order at 6:04PM. Board members present: Kevin Martin, Paul Brown, Glen Philbrick, Dr. Steve Nagel, and Hannah Moser.

Employees present: Darby Smith, Reese Martin, Carmen Hofner, Andrea V., Christina Reisenauer, Robyn Meyers, Nancy Neuhardt, Casey Bettenhausen, Jason Heib, Rita O’Niel, Renee Busek, Susan Ostby, Deb Knudson

Guests present: Mel Webster, Pat Schlenker, Allison Kelly, Mandy Dendy, Stephanie Engle, Steph Debels

A. Agenda approval

II. Visit with Staff: **The board designated the first thirty minutes of the meeting to update staff regarding the termination of Desiree Uttke and to give them an opportunity to ask questions and voice concerns. The board explained why Desiree Uttke was terminated and that Troy resigned. Reasons included failure to follow direction from the board, failure to follow up with creditors when arrangements had been made, among others. An employee voiced concerns about being promoted and then fired. The board assured the employee we are not going to do that. Nancy felt it seemed unfair for them to be let go in light of them being unqualified for their positions. Carmen Hofner began to speak and was interrupted by Mandy Dendy. Glen intervened and stated this was a time designated for employees to talk. The employees were encouraged to attend board meetings and to reach out to board members if they wanted to. Glen stated that Randy Joersz had stated employees were not to talk to the board and that was wrong. Glen reminded employees they can talk to the board.**

III. GM Report

Darby stated we should have quarterly celebrations. The store has \$20-30K in back stock. One scanner is not working. Darby would like to get demand fill software. Casey asked what is the ideal amount of back stock to have on hand. Darby addressed the question. We decided to cut the gm report short in light of time.

- A. Website Update for Sustaining Member Program
- B. Cash position and Bank Reconciliation
- C. Sales and trends/issues
- D. COGS and trends/issues
- E. Labor and trends/issues
- F. Any issues related to other operating expenses
- G. Darby’s equipment
- H. Other

IV. Committee Reports

- a. Finance **Kevin presented documents related to cost overrun. We will have some follow up questions for Tyler regarding this.**
 - i. Equity Campaign
- b. Marketing – **Marketing Committee meets tomorrow. Hannah asked if we want an online store. Darby will participate in marketing committee tomorrow. Darby discussed marketing to non-members. Darby will write a newsletter. Darby asked for clarification**

regarding Lea Black's position. Lea was hired under Troy and Desiree and not by the marketing committee.

- c. Food Policy **Everyone read the proposed policy. Pat asked what was being done with overstock. Darby addressed the question. Hannah moved to adopt the food policy. Paul 2nd the motion. Motion passed.**

V. Old Business

- A. Cooperative Board Development/Retreat **We decided to table this until after the election.**
- B. Employee Handbook **Glen informed everyone Garland McQueen reviewed the handbook and made changes. Glen will email the documents to the board and Darby for review. Changes will be made at the next meeting.**
- C. Farmers Union Request - **tabled**
- D. Annual Meeting Planning **Glen gave an update stating he will reach out to other co-ops and look for a venue. Melody Lane asked who counts votes and suggested a meeting for this at the store.**

VI. New Business

- VII. Member Comments **Rita suggested an employee attend board meetings. Carmen asked how much we have in the bank. Darby answered the question. Carmen asked about AP. Kevin answered the question. Darby stated we are planning to be present at the grilling for Kupper. Mandy Dendy asked for overrun report in writing, stated board vacancies should be posted on the website, stated the website is not in good condition, emailed the store three times with no response, would like to see the food survey results, additional member emails, and minutes on the website.**

VIII. Other Business

- A. Executive Session **Hannah moved we enter into executive session at 8:20PM. Steve 2nd the motion. The board entered into executive session.**

- IX. Adjourn **Meeting adjourned at 9:09PM.**