



GENERAL MANAGER REPORT

BOARD OF DIRECTORS MEETING

DATE: 11/06/2017

- **Owner Update:**
 - 32 new owners in Oct.
- **Sales Update:**
 - Sales November 5-11. \$59,673.29
- **Staff Update:**
- **Marketing/Advertising Update:**
 - Working on getting Seasonal/Gift items stocked in the store.
 - Week Promotion 11-07—11-13. If you spend \$100, you receive a \$10 Gift Card. People were very appreciative of this.
 - Sample Saturdays, trying to get more local vendors in to do demos.
 - Book signing
 - Gave Marketing Committee \$250 per month budget.
- **Operating Results:**
 - The Operational Budget is complete and being utilized.
 - Robyn and I are going through the AP Report to get better clarity on what we owe and why.
 - COG still on a diet and labor is down. In line with our sales.
- **Financial Report:**
 - Vendors:
 - **KeHE** – PAID UP!
 - **Co-op Partners** – Payment plan of COD+ \$1000 on each delivery.
 - **Russ Davis Produce** – Current.
 - **Bessy's Best** – COD. Only have a budget for Whole Milk and Greek Yogurt.
 - **Dacotah Paper** – Working with Rich. They will do C.O.D. + \$500 until caught up.
 - **Garske Produce** – caught up! Need to add credit for Tjacob driving the Buffalo Truck.
 - **Bischof Dist** – Current. \$2,000 limit.
 - **G&K/Cintas** – Met with Troy on 11-07. COD plus an invoice.
 - **Timber Ridge** –\$1,000 per week. First check was sent 10-13-17. They waived the Finance charges of nearly \$2,000.
 - **United Printing** - \$300/week. Is willing to accept gift cards as payment.
 - **PCI** – Opening costs. No finance/late charges. \$500/week.
 - **QUALITY MEATS AND SEAFOOD** – cannot order until at least half has been paid.
 - **CHAMBER**
 - As of 11/15 our cash position is
 - Payroll Report. \$31,851.39
 - Member Loans coming due October 2018.
 - We are paying as much as we can on a day to day basis. Everyone is still patient and understanding. It is hard to budget for much more than we are already paying/need to pay.

➤ **Special Events:**

- Casey and I did not go to Co-op Conference in MPLS.
- Kurt @ Prairie Roots stopped at the store on Saturday.
- Downtowners Association Breakfast on 11-14. Lea Attended.
- Black Friday Specials.
- Kupper - Cater Black Friday. Working on a couple days/times for their employees to stop in the store for meet and greet/information.
- Coffee/Cookies with Carmen (and the Board)
- Documentaries.

➤ **Other Goals/Concerns/Updates:**

- I have a quote for a security system. Sent to Board email.
- Scale and CC Reader fixed, on their way back.
- UNFI came here on 11-13. Plan to switch to them after the holidays. Better selection and far greater support. Very excited about this!
- Met with Terra Nomad last week to discuss payment how to best utilize each other.
- Found title for the Buffalo Truck. Bob is posting on BisMan.
- Contacted ECRS about a in store Tech. \$1400/day 3 day minimum.
- Sign paperwork for RDFC Loan.
- Almost done filtering those on the member payment plan.
- Member Benefits.