



# GENERAL MANAGER REPORT

## BOARD OF DIRECTORS MEETING

DATE: 04-18-18

- **Owner Update:**
  - 25 new owners in March!
- **Sales Update:**
  - Sales March: 267,995.56. Daily Average: \$8645.02. Weekly average \$60,515.14.
- **Marketing/Advertising Update:**
  - New Checking account has been opened and \$250/week will be transferred. Started 3-12-18.
- **Operating Results:**
  - The Operational Budget is complete and being utilized.
  - Our labor is in line with our sales.
  - TJacob Smude has been hired as our Deli Manager. Started 3-19-18.
- **Financial Report:**
  - Payroll Report. March \$56,325.04. Three paydays in March.
  - THE GRANT CHECK ARRIVED 3-16-18. \$26,208!!! Thanks Ellen, Emily, and Robyn!
- **Special Events:**
  - BisMarket dates are July 17<sup>th</sup> and August 14<sup>th</sup>.
  - Burleigh County Public Health will be in the store twice in March to promote National Nutrition Month. Samples and Education. [We plan to do a monthly event.](#)
  - Submitted Howard Bowers Grant application on 2-14-18 for CCMA conference in June. [They have given us 2 free full registrations. Value \\$810/person. We did not receive any further funding for travel expenses. Casey and/or I would be staff members that would attend.](#)
  - Prowess Event in March. [18.](#)
  - Yoga with Danielle in March. [8.](#)
  - Pain Management in March. [9.](#)
  - Mercury 101 in March. [7.](#)
  - Kupper Employee open house in March. [13.](#)
  - We are registered for the Band Night Parade.
- **Other Goals/Concerns/Updates:**
  - ECRS: Doug Overstreet was here April 3-5. We learned much and he is still working on many of the items we had questions on, example
  - Contacted Kevin Johnson, KJ Inventory, who did inventory for Prairie Roots. Need to do before July 1, 2018. Will get a quote. Want it to be done by professionals this first time.
    - [Amanda G. suggested doing inventory ON July 1, or as close to that day as possible.](#)
  - Kent from Fireside is sending me a quote on Backing up our computers. Robyn does back up and save Quick Books weekly. [Have not acted on this. Quote approx\\$1300. Quote sent to BOD.](#)
  - FARMtastic started delivering Bakery items 3-02-18. [People are loving their baked goods.](#)
  - Morning Joy started delivering Bakery items on 4-2-18.