

## Clipper City Co-op Board Meeting Minutes

**Our Mission:** Clipper City Co-op is a community-owned grocery store dedicated to providing access to locally-sourced food, strengthening the regional economy, and promoting health and well-being.

Date: September 2, 2020 6PM - 8:00

**Location:** Videoconference

**Attendance: Present:** Beth Steimle, Leann Swartz, Tony Fodden, Naomi Raddatz, John Ellerman, Pat Koppa, and Scott Retzak

**Excused:** Bill Fricke

Guests: Sally Peck and Mary Maurer

Topic	Notes/Discussion/Notes/Decision	Action date
Welcome, Call to order.	6:02 Began meeting	
Approve minutes from 8/18/2020 board meeting	John made motion to approve. Bill seconded the motion. Minutes approved	
Secretary's report	Pat commented about annual meeting/election noting who is up for elections etc Bill moved with a second from Tony to accept report. All approved.	
Treasurer's Report	Leann- looking at year subscriptions rather than monthly for the software we pay for. Will have the budget report for next month Tony move to accept the report, Bill seconded and report was accepted	
Closed Session/Site Review	Changed order of agenda as some needed to leave. Also, discussion affects other topics. Pat moved to close the meeting, Naomi seconded. Meeting closed.	

	<p>Beth indicates she believes that the York location is not workable. Presented Mike with our letter of intent on 4-29 and as of 8-28; still nothing from Mike about the parking and there are so many warning signs. .</p> <p>Naomi - the concern is vague. Should not withdraw our letter without a meeting with Mike.</p> <p>Beth has been back in the building and sees a hallway where she didn't expect.</p> <p>Pat noted that Beth should not be making these decisions and contacts alone. Tony noted there is a process and we have to stick with it; the architect has not looked at the property and will provide necessary information.</p> <p>Leann should we pay them twice when we already have concerns? How does extending this work fit into the costs if we make a change.</p> <p>We now have some numbers from Mike and Scott has looked at it. The numbers are ludicrous. Would be okay to have architect and contractor look, but does not believe we should complete the design at that location with these numbers.</p> <p>.</p> <p>Tony, we need the professionals to give a counter. Our counter is the next step to his proposal.</p> <p>Beth has gotten a lot of information from Allies; the deal at 11th and Buffalo has sweetened as construction will soon begin.</p>	
--	--	--

	<p>John and Pat tried to explain to Beth that she had no authority to do what she did. President role to facilitate, committees in place. Board as a whole emphasized the process. Lengthy discussion about support each other despite the concern.</p> <p>Suggestions that concerns be put in writing and given to Mike with a deadline. Also need to look at the G2G study and the additional information there as to what would place Buffalo in a better position. Lack of signs for development was one of the reasons.</p> <p>Contractors... had to postpone the Hamann meeting. Need to get the same level of detailed proposal from them as we have from ACE. The selection of contractor needs to be done asap.</p> <p>Tony. Scott and Leann will meet with Hamann; hold a special meeting to hire/select contractor and decide specific action</p> <p>Tony, with second by Scott. moved to go open the meeting</p>	
<b>Operations Coordinator Report</b>	<p>Sally: Currently 827 owners, one pending Creating “dream posts” for FB during September. Working on owner survey and owner perk/future suppliers. Owner referral program success. Bringing back the meet ups; will try virtual or hybrid. Working with the delinquent accounts, finding that some are record errors. Looking for help at Farmers Market. Instigating a partnership with the Pear Farmer. Website revamp is underway. Bob Olson (from “Cooperative Development Services”) will be in area Sept 13-15 and will be interviewing producers to</p>	Pat reminded Leann to pass on that October is co-op month.

	<p>review the requirements for producer grants. Is able and interested in meeting with us.</p> <p>Tony moved and Pat seconded motion to accept ownership report. All agreed.</p>	
<b>Grants Updates USDA and others</b>	<p>John - USDA grant... we should hear anytime. Working with Sally on Full proposal for the redevelopment. Grant application due 9/25</p> <p>Mary - West Foundation is very important. Board except for John J, is not familiar with co-op. Will have a pre-request meeting to help introduce.</p> <p>Mary is working with CDS and has to explain that relationship as well as our information and work with Kevin on all grant applications requiring 501c3 status. "Double duty" There are several, she has been able to begin. The private grants applied for are not connecting to our mission and their charitable needs. So far none granted.</p>	
<b>General Manager search Report</b>	<p>Naomi - GM... will be on Indeed tomorrow, will be on our website as soon as possible. On Linked-In. Will also use other resources from CDS.</p> <p>Question will be ... salary and benefits. Discussion regarding some options. Suggested we get information from other co-ops on their initial offers</p>	
<b>Capital Campaign Report</b>	<p>Mary/Leann/Beth</p> <p>\$29614 in the campaign account. \$2436 average per board/staff member. Have not yet reached 100%, will reach out to the former board members and others after site.</p> <p>Cultivate the Coop: \$90.17 from Wharf; also buying a share for employee, more events coming.</p> <p>Radio show is coming up.</p>	

	New event.. Tour the town. A ticket purchase event with the businesses being those of owners and prizes from them..	
Sally's 90 day Employee Review	Beth - Completed review last week on August 27. Agree that raise isn't feasible. Sally is combining all the various job descriptions to cover current tasks and is also creating separate versions for when we hire. Naomi - made motion to allow work up to 40 hours per week when the need arises and Ryan seconded. All agreed.	
Transfer of ownership from Jean Biegun to Ceil Held	Pat/All Pat moved, John seconded, Moved. And approved to redeem and allow gift.	Sally to contact Jean and Cecilia.
		Meet Sept 9 at 6 pm on the Contractor question
<b>Additional topics? Calendar Check</b>	All should note dates in calendar	
<b>close</b>	Tony moved to adjourn, John seconded. Adjourn at 7:44	

#### Calendar of Events

Date	
9/9	Board meeting on Contractor and related concerns.
9/12 RESCHEDULED TBD in October	Board Retreat
9/17	Roadside Cucina & Cannery Fundraiser
9/24	WOMT Upon Further Review
10/13	Panera Fundraiser 4 - 8 pm
10/23 & 24	Tour the Town