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: November 4, 2020 6PM - 8:00
Location: Videoconference

Attendance: Present: Leann Swartz, Tony Fodden, Naomi Raddatz,John Ellerman, Pat Koppa, Ryan Sullivan, Scott Retzak, and, Bill Fricke

Guests: Sally Peck and Mary Maurer

Topic	**Notes/Discussion/Notes/Decision**	**Action date**
Topic	**Presenter**	**Discussion**
Open session to discuss the current situation. No minutes during this first decompression portion.	Situation is that Beth has resigned from the Board leaving us short a director and president.	
Call to order by Vice President Tony	6:11 Tony called the meeting to order. All present	
Approve minutes from 10/21/20 board meeting	Scott moved to approve, John seconded and minutes approved	
Secretary's Report - include information regarding succession action, annual meeting, election	Pat Suggested filling board position first. Tony agreed and suggested we try to get someone from steering committee back to reenergize the board. The excitement needs to be back to get the money. Also need to recognize the board is doing the best it can to keep moving.	

	Mary asked about meeting with Beth and making sure we have an agreed message Leann and Bill volunteered Pat will get historical departure process to Leann for the meeting.	Exit interview with Beth and information for same from Pat to Leann.
Treasurer's Report	Leann Have some expenses from our promotional materials. Need to have Beth removed from bank accounts. Will replace with Tony. Burbey billed for $250 for the review of pro forma. Sally explained the issue with the broken links, etc. Discussed that we need to potentially get the unlocked version of the pro forma since we paid for it. It might help the move to the next stage of the planning. Progress Lakeshore is offering training on business plan - Should we get training? We have the strategic plan. Mary points out that we are missing a business plan...it is different. We have minimal funds. We are not in the position to start the store or hire a manager.This is due to having staff in anticipation of bringing in money with campaign and campaign not occurring. Attending the progress lakeshore class might be valuable, but it won't solve our need for a plan to raise funds. Scott and Tony moved and seconded to accept the treasurer's report..	Change names on bank accounts Start considering expenses to cut. Determine what we need to raise to operate online and function - separate need from the store
Grant update	John/Mary Grants are not coming in. Were denied one from Aurora due to limited availability. There are some small covid related grants that Mary applied for.	

Capital Campaign Report	Leann/Mary - extensive discussion of the owner loans… very difficult to get the loans at this time when the possibility of repayment seems bleak; need to be very honest with the owners. We should come up with a course and milestones for our operations. Tour the Town just didn't work since virtual. Got a small amount. There are funds at CDS Suggests that we broaden the reason for fundraising… need money to continue, not just the capital for the store. COVID is making the world different. So we need to explain that. Discussion about why "starting in debt" is how co-ops begin and whether it is reasonable. Discussed inclusion of individual names vs Board. Hesitation by Scott to put his name on due to level of risk, Pat noted she cannot be included on an ask document due to position. Should we approach the city? Leann indicated that the Revolving Loan fund isn't taking applications. Is it time to explain to the Mayor that the coop is not the same as the landlord. We also need assistance to move forward. Pat moved that Tony and Leann meet with the Mayor and explain our current situation. Second by Ryan. all agreed. Anticipate seeking loan or other financial support.	Send out revised campaign Create budget for online store and operations through January Tony and Leann should make arrangement, share talking points with board.
General Manager search report	Naomi - discussed the financial situation with Marcia and explained that we have to pull back. Agreed to notify the candidates that we will need to get back to them in a few months	

Operations Coordinator Report	Sally - 833 owners, one pending. Will have another virtual meet up on 11-15. Have been moved into the suite at office. Will be invoicing again. There is about $9000 - some are saying they will pay when there is a site in place. Need to share their agreement with them and explain status and process. Was working on an LTC intern. But given our cash flow - we need to cut payroll, rent and such expenses. Should push to gain monies between now and January and then re-evaluate in January. Urges the meetings be open. (discussed that they are and that we need to get the dates out.) Discussed training/ mentoring the new directors.	Pat will give minutes to Sally as intended and then catch up the old ones. Sally will put the meeting dates on the web page. Pat will get a paper version of binder to Bill.
ProForma/Finance	Scott/Naomi Discussion Tabled … note comments in other portions.	Do we want full committee reinstated? If so, review Charter
Site - architect, contractor		
Online/Backdoor Sales	We could purchase from another group but then minimal profit. Suggestion of working with Grow It Forward brought up. They have due to the food distributions, they have refrigerator and freezer storage as well as a location with parking that would help us as we move into an online store. Noted the differences from previous partnering suggestions, refinement of missions. We are the for profit side of the local food mission, GIF is the charitable and educational.	

	Bill moved that we pursue partnership with GIF for online and possible temporary store operations, second by Scott . Discussion: Get proposals from Amber, if still willing. Tony abstained. All others agreed to get more information.	Sally to reach out to Amber.
close	Too much needs attention. Can't wait two weeks to meet again. Will meet 11-11 at 6 pm.	
	Scott moved to adjourn. Second by Ryan	830 Adjourned.

Calendar of Events

Date	