

**Finland Cooperative Board Meeting February 8, 2018**

**Present: Honor Schauland, Matt Morris, Lindsey Dietz, Kaare Melby, Michelle Duhant, Manager Mike Coyle, AM Karl Klinker**

Meeting called to order at: 6:37pm

MSP Lindsey, Matt to approve January meeting minutes.

No treasurer report - \* Kaare and Karl both need to sign the check signer thing at the Credit Union.

Managers report: Accts receivable: \$45,000 has been paid since last meeting. #52 is paid down substantially and will be paid off soon. Snapshot report: Money market is correct on this one. Fuel market is tanking along with the stock market. Crude is down to \$62 a barrel, prices are dropping, but everyone still has more expensive fuel to sell off. Visit from the MN Dept of Ag - most issues on the report have to do with labeling food that has been opened and repackaged. No physical items. Karl and Mike went to the MPCA meeting to learn about law changes that regulate fuel storage. Records are now only required to be kept for 5 years not 10. Our tanks are 25 years old and are likely to need to be addressed soon. \* Mike will get estimates just to have some idea what we will be looking at when that happens. Estimates for above ground and below ground. Mike paid 4 Seasons for the Holiday party. \*Mike will check on taxes. \*Mike and Karl will work on weekly task checklist. <end Manager report>

<Karl leaves>

Schedule hasn't been made yet, because Mike and Karl went to the MPCA meeting. New employee has started - Cheryl from Silver Bay. Working with Karl on efficiency and thoroughness. He's doing most of the ordering. Haven't figured out the Manager on Duty thing.

Manager Compensation. Board wants to offer Manager \_\_\_\_\_ for now. Would bump up to \_\_\_\_\_ in 3 months with better communication with employees.

<Manager leaves>

Board wants an answer on our offer by Feb 22nd.

<Karl comes in>

Discuss new employee a little bit - nice to have an extra person to help round out the schedule. Other employees seem to get along with her. Discuss challenges specific to closing and the evening shift. Discuss ordering and how that works through the different departments. It would be a good idea to have a meeting with the staff soon.

\* Staff meeting set for Monday Feb 12th at 1pm.

<Karl leaves>

<Mike comes back in>

Board clarifies offer to Mike. No more mileage starting today. Board is still willing to cover insurance and other expenses. Board would like an answer within 2 weeks.

<Karl comes back in>

Shelving update - Karl talked to health department. Need to be NSF approved material. Want to remove the old walk-in where pop is currently stored, will create a lot more space.

Walk-ins/addition - if we're not going to do the addition right now we need to address the walk-in cooler ASAP. \*Karl will call Adam Kofstad about costs of new install and call Lutsen to find out how much a refrigerated trailer costs. Mike talked to Pete Walsh, our county commissioner and he is supportive. \*Mike will call Planning & Zoning.

Discuss house made deli items. Needs to be cooked in the commercial kitchen at CNC, but everything that doesn't need to be cooked could be assembled at the store. \*Karl will research more.

Discuss produce perishability and misters. \*Karl will do more research.

\*Honor and Karl will work on mailing list on Wednesday the 14th.

TV display - \*Mike and Karl will determine where TV should go and mount it. \*Kaare will work on graphics. We will hopefully be able to use a flash drive with a slideshow, rather than hooking it to a computer.

POS - we need roundup capability, accounting for spoilage, etc. \*Mike will call NCBP for a training session. Board wants to move toward perpetual inventory. Manager says that is costly to set up. Discuss membership and business accounts - who is allowed to charge on business accounts. Can there be member notes, or a password or a PIN number or a fob?

<Mike leaves>

\*Honor and Lindsey will work on Co-op Community Fund Flier.

CDS - \*. Honor send Patronage policy to consultants

- \*. Mailing list/email list

- \*. Honor post communication timeline on Slack ASAP

No new business.

MSP Lindsey, Matt to adjourn at 8:44pm.