

Finland Cooperative Board Meeting October 11th, 2018

Present: Kaare Melby, Michelle Duhant, Stacy Breden, AM Karl Klinker, Matt Morris, Honor Schauland, Andy Gomez, Sue Butler, Manager Mike Coyle comes in around 6:30pm

Meeting called to order at: 6:16pm

Minutes: MSP Michelle, Stacy to accept September meeting minutes.

Treasurer's report: Michelle made a deposit. Honor visited credit union, board account is now e-pay. ***Michelle and Honor will get together on login information.**

Managers reports - Mike not present so Karl goes first.

Karl - He and Mike have been communicating a lot on Slack. Heating system is currently being installed. Original drawing was not a layout that would work, but that has been resolved. These units are supposed to be a lot more powerful than the old ones. There will be a unit just for the basement so no more frozen pipes. Entryway flooring is done - everyone notes that it looks really nice.

<Mike comes in>

Discuss flooring in the rest of the store. Priority was stopping the roof leaking before fixing flooring or ceiling tiles. Now that roof is fixed, maybe we can move on to those things soon.

Mike - hands out snapshot report. Fuel in the ground is maxed out. Receivables is at par. Cash is decent. Overall net is on par with last period. Past the Sept peak now. No surprises. Accounts receivable: Talked to an attorney about the 3 we have been concerned with - his recommendation - not worth their time to collect - costs too much, ***write an official letter stating what they owe, use the attorney as a reference, send it certified mail.** Then either send it to collections or write it off. Will still talk about working with them, but we want payments before interest forgiveness or anything like that. We had another long standing debt paid off recently, so that's nice. Entryway flooring is done, still need to stain wood trim - next week hopefully. Karl and Mike went over a bunch of fix-it items. Got a quote for propane. UNFI fiasco - we ordered on 9-18 Hotsheet order, and they lost it. 30-40% off on a bunch of stuff for the store, hopefully they make it up to us. Scheduling - can we maintain this level of hours and wages with things slowing down. Cheryl gave her 2 week notice today. Mike asked Brooke about full-time - she has another job, so will try to work around that if possible.

Other manager items: Discuss computer for Karl - maybe a cheap refurbished laptop. There are currently three computers in the store, there's Mike's computer, the POS Server, and the Hardware computer. The POS and Hardware are dedicated systems. Could have separate accounts on the one computer. Matt is really opposed to Karl having a laptop - concerns about him having to bring work home. Board agrees that computer should not be for personal use - should not be brought home. Discuss refurbished computers. Andy motions we buy a laptop for

use for secondary administrative station. Michelle seconds, everyone is in favor except Matt, who is opposed.

Discuss trainings for Google docs, spreadsheets etc. Michelle did some research and sent a link - courses in the cities - \$295 for a suite of applications. ***She will keep on looking. *Michelle will also look into management/team building/communications trainings for Mike and Karl.**

Discuss personnel issue having to do with start date and review - ***Manager will talk to the employee in question to resolve the issue.**

<Karl leaves>

Mike report - Missed a couple weeks in a row to connect with Karl. Transition from not shopping has been problematic - shopping list is incomplete, need to know who is ordering - want to be efficient and not redundant, not duplicating work. Need to have product stocked. ***Need to have a staff meeting to work out a thorough system.** Starting to train Nick to be the margins guy. Nick did a bunch of movement reports, got them to Mike right away. This could go full-time if we start doing perpetual inventory. Thinking about assigning each person one aisle to monitor. Wants Karl to develop a manager mentality - Karl came in and did end-of-month. But then he also switched the schedule and didn't communicate about it. Need him to stay on top of that. ***Honor will get Mike review info for files.** Discuss how Google Docs will help with some of the shared duties and communication. Still need to communicate in person about changes, but both will help a lot. Spreadsheet training will help a lot too. Discuss Small and Strong Conference - good that Karl is going. Nick might want to go - schedule is up in the air a bit now that Cheryl is leaving. Other personnel issues - too many people on at one time now that things are slowing down, schedule changes will hopefully alleviate the problem.

Kaare thanks Mike for taking time to work with the young employees and give them some incentives and training.

Bush Food System Grant Update: Grant has been approved! Still many details to be figured out, but this will be of great benefit to the community, and likely the Co-op. Grant will come through Friends of Finland. Funds are specifically for paying for time to do projects that help with transportation of needed farm/feed/food goods and supplies, access to markets for local producers, and soil improvement in this area. When the time comes, Friends of Finland will be including Co-op Board and management in the committee meetings, open meetings, and other project communication. In the meantime, Board and Management should think about a proposal for what the Co-op could utilize funds for that would help accomplish these broader project goals. ***Honor will send grant application and revisions to the Board and Management.**

Local producers policy - Kaare and Honor have been working with Elaine on chicken feed orders, created an order form to make the process go well. The POS system is key because you can keep a credit on the producers account. Should add a time limit (15 days) after which the

order becomes the stores if it's not picked up. Also should add "Co-op is not responsible for damage during storage."

Michelle speaks about the plan for upcoming visit from Randy Croce, guy doing a documentary on the Farmer Labor movement cooperatives. He also wants to see historic memorabilia from the Co-op. October 17th - filming at the store at 10am.

Shares to approve: Katie McCreary. Andy Motions to approve, Sue seconds, all approve - passes.

Stacy has some specific suggestions people asked about the store carrying - coconut or almond milk, tropicana farmstand pomegranate blueberry juice, healthier breads, better variety of frozen pizza - Lotsa Mottza - never had just cheese pizza, used to have an organic cookie - some kids have peanut allergies. Sometimes it's a truck or a sourcing issue, sometimes it's a deal, sometimes it's too expensive when it's not on a deal. More specific organics and fresh veggies. Bulk items. There is a vendor that does organic bulk that could set it all up for us. Blue sky pop. Zevia.

Discuss Small and Strong Conference - Board agrees that store pays for cost of conference, mileage there and back - Rand McNally/Google Maps, receipts for meals, 2 nights of hotel if necessary, if Nick wants to go, that's great if it works on the schedule - ride together.

Sue motions to adjourn, Andy seconds at 8:18pm.