

Finland Cooperative Regular Meeting May 9, 2019

Present: Kaare Melby, Stacy Breden, Matt Morris, Honor Schauland, Interim Manager Karl Klinker.

Meeting called to order at 6:15pm.

Board reviews minutes from 4-11-19 meeting. Motion to approve, Matt motions, Stacy seconds to approve. All in favor.

Treasurer's report - Michelle absent but balance in Board account is \$666.16. Board explains Board account to Karl, and explains that he needs to make out a check for \$20 each month to contribute to the Board Account.

Manager's report: Account #25 made a payment! Karl will call RBC to follow up on what Mike had already done. Loading dock - too wet to deal with right now, Karl has talked to Pudgy about the road back there and how the truck has to be able to pull in parallel to the building - no parking on that side. Gas pumps/Tanks investigation - Karl has talked to Barry from MN Petroleum and we are on the schedule for anodes tested and replaced. No date yet. ATM: progress - had to set up a static IP address that will cost \$7.50 a month, ***next step is to call NSFCU**. Store had Cat-5 cable already, ***will talk to David Dietz to help**. Have not addressed the mural yet, but it's going to be hard to wash. Karl might be able to use his dad's dump truck to reach things. Tom Klinker and Ric Lindberg are on board to come look over our building, but want things to dry up before they have to crawl around under the building. New night person hired - Amber Holm - so far so good, everyone likes her, she's caught on well with POS, two people closing again. End of month and end of fiscal year and inventory happened. All went ok - got it all off to Licari and they are working on it now. Discuss meat from freezer ending up in the cooler - puzzling as to how or why this happened. Snapshot report: slow, paying down accounts payable because it's end of period. Just filled up on fuel. Premium was at a good price. Karl has been keeping more money in the checking rather than using the line of credit (which we pay interest on). Has been balancing the checkbook every day or every other day. Has been crunching margins, talking to distributors, haven't got numbers from Wendy and Elaine but will for next meeting. Bernicks, American Bottling, Coca Cola, and Superior Beverage, previous manager may have offended them somehow, because now they are saying they are willing to work with us. Doesn't make much sense to go down for all these things - sometimes the profit justifies it (Coffee is a good markup - piggybacks on the Azure order - does a walk thru of Super one, etc the same day) and sometimes it doesn't. Elaine injured her leg, so she's been out. Karl has been dealing with truck etc. <end Managers Report>

Go through May Action items list with Stacy:

Discuss Bay Produce ordering - ***Karl will investigate**.

Has had one employee meeting - will be meeting with everyone tomorrow - they all decided on once a month.

Perpetual inventory: ***Karl will talk to Nick to see what Mike was having him do with that, and then hopefully get going on tobacco.**

Discuss Menard's rebates - Mike mentioned it to Karl but never did again. Karl doesn't know where they are.

Discuss GFAP grant - we applied for \$45,000 for replacing walk-in cooler and freezer, we were awarded \$17,100. ***Honor will check on match and reimbursement timing.** So we're looking at one or the other, the cooler or the freezer. Karl is leaning toward replacing the walk in freezer. Board consensus with Karl's opinion - need to get working on this - term of grant is through April 30th, 2020.

Discuss Food Chain Project in general - Honor updates board about April 6th and April 28th community meetings. Co-op could be a big part of many of these upcoming projects, but there are a lot feasibility things and logistics to be worked out first. Lots of potential to help out the store, upgrade infrastructure, we'll have to see how it goes. Nothing will be happening without it going through Management and the Board. Honor will keep everyone updated and if anyone has questions, please ask her.

Discussion about future store expansion options.

Discussion about Mike's request for his personnel record. Board will continue to follow the advice of our legal counsel. ***Honor will send personnel record to Mike - signature required.**

Discuss moving forward in a positive way. Board and Manager must trust each other. We will be reviewing Karl's performance as Interim Manager in June.

Review proposed vacation policy. Remove unnecessary language and add language about 2 years maximum accrual. Stacy motions, Matt seconds to approve the vacation policy. Motion passes. Karl wants a copy that employees can each read and sign and he can put in their file. ***Honor will send policy to Licari. *Karl will communicate with Licari to get set up so that they calculate vacation for us going forward.**

Review board's goals for the Co-op: We revised the articles and bylaws so that we would be legal and we would be closer to dealing with the abandoned equity on our books. We want to be able to do a share buyback and a yearly patronage rebate when financially feasible. At year-end, board would set aside a certain amount of money for share buyback, and for patronage rebate - POS would help with this. We also wrote Class C shares into the new articles so that we could if necessary leverage members to raise money if it came to fixing up the store. We have a Patronage Policy that we need to finish revising that will be our guideline for doing this.

Board reviews current draft of the Patronage Policy. Board makes revisions, discusses. Kaare motions, Stacy seconds to adopt the revised version. All in favor. ***Honor will send the Patronage Policy to the Board for input/questions before the next meeting.**

Discuss date for Annual Meeting - can't do the week of Camp Finland, the 26th is Kaare's wedding anniversary. Decide on June 25th. 5pm food, 6pm meeting and doorprizes. Discuss having Everette cater. ***Karl will look into that.** Annual meeting notice in store, FB and in the paper 2 weeks ahead of time - NSJ deadline is June 11th at 10am. ***Kaare makes poster, puts on FB, brings to store, Honor sends to NSJ.** Make sure to announce big drawing - must be present to win.

Next regular meeting - June 13th at 6:45pm.

Honor gives CCF update - our fund is at \$13,900.16 and we made \$533.38 in interest in 2018. POS system should be able to calculate how much money has been rounded up - we should send them a check. Cashiers need to be more consistent - POS can pop up a reminder to the cashier to ask about rounding up. ***Karl, check on this. *Honor will give an update on this at the Annual meeting and encourage members to round up.**

Discuss fiscal year end bonuses for employees - tabled to July meeting - we need financials first. ***Karl will ask Licari for timeline on financials - if they can't have them for the annual meeting, we need a letter to that effect.**

Stacy motions, Matt seconds to adjourn at 9:48pm. All in favor.

Respectfully submitted,

Honor Schauland, Board Secretary