

**YELM COOPERATIVE
Board Meeting Minutes**

Phoenix Rising School
July 12, 2012

Next meeting is Thursday, August 9 at 6:00 pm at Phoenix Rising School.

Members present: Bill Wyman, president; Aaron Rodriguez, vice pres. and treasurer; Marilyn Reardon, secretary; Tom Dewell, director

Directors excused: Gretchen Anderson, Lois Willman

Program managers: Gary DiDonato, store manager

Meeting was called to order at 6:05 pm by Bill Wyman.

Meeting minutes

June minutes were approved.

Store manager's report – Gary

- ⤴ The excessive heat in the store has caused a large amount of spoilage, as well as stress on the staff and working members. Tom met with Bigfoot Heating and Cooling and will receive a price quote on a solution. Gary purchased a stand alone fan for \$160 to move air behind the big chillers, which helps somewhat. He may purchase more small fans to place strategically. Bill will research a large fan replacement for the vented old fan above the wine cave. Gary will let staff know the plans discussed here.
- ⤴ There were 28 new members in June.
- ⤴ Regarding the \$9000 UNFI order, Gary will talk to Steve at UNFI to allow partial paydown without any interest because it was UNFI's error.
- ⤴ Gary purchased a \$4000 computer for \$40 at the state surplus store. This computer will replace the managers' computer.
- ⤴ Physical inventory should have taken place on July 1. Gary will get it done ASAP. Inventory count is crucial to calculate COGS which allows the Board to see if inventory is being appropriately controlled. It needs to be scheduled consistently on a quarterly basis.

Financial report – Tom/Aaron

- ⤴ Volunteer discounts were up 25% from May to June. This directly effects the bottom line. This may have been due to the Grand Opening discounts that were given out to the community. Gary will have staff track the number of times a volunteer uses a card that's not in their name over the next 6 months.
- ⤴ Board reviewed monthly sales from June 2009 – June 2012.
- ⤴ There is still \$1600 remaining on the Mt. Lumber bill. It is being paid down monthly.
- ⤴ It was noted that the volume discount rebate was displayed as a negative number. It should be displayed as a positive number. Tom will check into it to see if it was miscategorized.
- ⤴ The markup on wine was changed by store staff to be 35% on individual bottles and 20% on Wine Buy Club orders to be more competitive with other retailers.

Farmers Market report – Tom

- ⤴ There was a late start in getting vendors signed up. This needs to happen in January-February of each year.
- ⤴ More signage is needed to promote the market. The city has not allowed more than 4 small signs. Aaron will email Grant Beck, Director of Community Development and Tim Peterson, Director of Public Works re: allowing for more signage and allowing the street barriers to be stored behind the old police station, close to the FM site. If needed, Aaron will communicate with Ron Harding, the mayor about these issues.
- ⤴ The Strategic Planning Committee needs to be expanded beyond Tom and Bill. Aaron will begin meeting with them.
- ⤴ Katie Sharp currently is the FM graphics person but will be leaving town later this year due to her husband's deployment. It is hoped that Ross Leroy as a new graphics WM, will be able to assist the FM.

Community Educational Garden – Tom

- ⤴ Tom spoke with Pastor Brown of the Our Redeemer Lutheran Church. Tom told him we currently don't have a program manager and our focus is getting the FM up and running well.
- ⤴ Aaron suggested that the Farmers Market be promoted within the ORLC, as they can come to the market after church. Tom will bring this up with Pastor Brown.

1023 application - Tom

- ⤴ It is on hold for submittal. Breckan needs to comment on how to proceed.
- ⤴ A tax lawyer also needs to be contacted.

New business

Funding – Tom

- ⤴ Tom will be meeting again with Jae Easterbrooks at One Pacific Bank in Seattle re: an equity line of credit. This will allow for accessible capital if emergent needs occur.
- ⤴ Local Investment Opportunity Network (LION) is another possible funding source. Tom will attend an informational meeting with them in August.

Working member drive - Aaron

- ⤴ Both the store and FM need more people. The most effective way to get new people is for someone personally to interact with folks. They like the person, join as a WM, then fall in love with the store. Aaron may be able to be in the store on a few Mondays – busiest day - to promote working membership.
- ⤴ Faith-based groups are a great potential source of new WM. Judy Smith, Geana's mother, works with faith based groups all over the world and would be a great spokesperson for the YC with these groups.
- ⤴ Military families are also a reat untapped source. Bill will talk to Geana and Michelle, the new cashier who is a military wife, about how to tap into this group of people.

Update on legal matters with the city – Bill

- ⤴ Bill read the letter from the city. The city has not given specific responses to the 4 questions asked in Breckan's letter. There will be a meeting between Brent Dille, city lawyer and Breckan next Monday. Bill will update us.
- ⤴ Bill noted that the store has met all the requirements for final occupancy but the city has not issued it because of the issue with the front area of the building.
- ⤴ There was discussion re: the YC has taken on Kellie Peterson's fight with the city and this has resulted in not receiving the final occupancy. Is this what we want to continue to participate in?

Wine Buy Club coordinator – Bill

- ⤴ Sandy Macauley has resigned due to starting her own business. The position needs filled soon.

Annual Membership Meeting - Marilyn

- ⤴ The meeting notice needs to go out 30 days in advance of the September meeting.
- ⤴ Marilyn will coordinate the meeting re: venue/date/time/notifications.
- ⤴ Tom/Bill/Aaron will create the presentation. Marilyn will prepare ballots, etc.
- ⤴ Why the 501c3 is not yet in place needs to be addressed with membership.

Board Recruitment

- ⤴ This is a time sensitive, crucial issue. Board members will submit names of potential candidates to Bill within a week. Some potential people are Carol Franks (Marilyn will speak with her), Jeevan A. (Aaron will speak with him) and Terry Kaminski, a real estate agent at Caldwell Banker.
- ⤴ Tom will stand for election this year.
- ⤴ There is the potential to need to replace 2-3 people on the Board.

YC Strategy

- ⤴ A strategic plan for the remainder of the year needs to be developed, as well as 1-3 years out. Multiple options were discussed.

Store manager issues

- ⤴ There are still significant issues surrounding Gary's management of the store.
- ⤴ Aaron and Bill will meet with the the Board president and manager of the Tacoma Food Co-op regarding how they developed their Board and how they hired a manager – their criteria, expectations, search process, etc.
- ⤴ Tom will contact Meredith Rafferty from the NW Co-op Development Center to get her perspective.

The meeting was adjourned at 9:37 pm.

Submitted by Marilyn Reardon, Secretary

signed
Bill Wyman, president

signed
Aaron Rodriguez, vice president