

YELM COOPERATIVE
Board Meeting Minutes
 Phoenix Rising School
 December 13, 2012

Next meeting is Thursday, January 16 at 6:00 pm at Rosemont Retirement Center (Note: changed to 4:30 pm at PRS)

Members present: Bill Wyman, president; Beverly Wright, vice president; Marilyn Reardon, secretary; Tom Dewell, treasurer; Terry Kaminski, director

Excused: Aaron Rodriguez, director

Staff present: Gary DiDonato, store manager

Guests: none

Meeting was called to order at 6:06 pm by Bill Wyman.

Open session

There were no speakers for the open session.

Meeting minutes

November 8 Board minutes were approved.

December special meeting minutes on new policy re: member presentations to the Board were approved.

Store manager's report – Gary

- Total store sales for November was \$67000.
- Total revenue from membership fees was \$470.
- In-store active working volunteers is 23 with 7 new applications pending.
- Gift of Gobble donations received was tremendous – almost \$6000. 83 families were provided full Thanksgiving dinner baskets.
- UNFI strike information is confusing. Media is saying it is over but the store's inside sales person says talks are continuing. Gary will keep us apprised of developments.

Wine Shop – Tom

- Tom will develop a job description for the wine coordinator.
- Marilyn will send the LCB PowerPoint to the Board and Anne.
- Anne, Tom and Barnaby will be meeting to develop a budget for the build out and stocking of the Wine Shop.
- Anne has suggested having the first free wine tastings in the store on Dec. 22 and Dec. 29.
- Wine Buy Club should convert to a retail – less structure, not a cost – plus structure. This allows for more flexibility in pricing.
- Non members cannot participate in the Wine Buy Club.
- Tom will review the conditions of the store's LCB license re: special discounts for large purchases to ensure the store remains within the requirements for discounting.

Wine Fundraiser - Tom

- Anne will be responsible for selecting and presenting the wines at the January 26 fundraiser. The planning committee will take responsibility for all other aspects of the fundraiser.
- A proposed budget for the fundraiser was presented.
- The Board approved a \$45/ticket price.
- The Board approved a \$1000 wine budget.

Financial report – Tom

- The YTD P&L was reviewed.
- The Farmers Market owes the YC \$2041 at this time.
- One Pacific Coast Bank line of credit has been approved with no restrictions on use. It will remain a line of credit for 2 years from the approval date. The YC will pay a variable rate which is based on prime rate and can change daily. Tom will complete the transfer request form from One Pacific Coast to the YC Twin Star account. All

requests for use of this money must come to, and be approved by, the Board. This line of credit is in the name of the Yelm Cooperative, not the Yelm Food Co-op.

- Tom will find out if summer show orders have all been received and what payment might still be outstanding.

POS report - Tom

- Regarding Debbie's requests for hardware and software upgrades, these decisions will be made by Barnaby as General Manager.
- Inventories should be done at the beginning of January. Tom will speak with Debbie and Barnaby about this.

Educational garden – Tom

- Tom and Marilyn are meeting with Lynda Miller re: her interest in becoming program manager for the garden on December 18.

January fee changeover - All

- Beverly will draft an informational flyer for store customers .
- There will be a 30 day grace period ie: members will be given 30 days past their scheduled fee date to re-join. During the 30 day grace period the member will still receive member pricing.
- All members who joined between 2007 – 2011 will be asked to sign a new application.

1023 IRS application – Bill/Tom

- Breckan has arranged for a non profit tax attorney, Sarah Longley, to advise us pro bono. Tom is the point person on this. Tom has already contacted Sarah via email. There should be a discussion with Sarah Longley and Barnaby regarding the potential of the store becoming a non profit entity. If we have other questions we want answered by Sarah, send them to Tom. Bill will send Marilyn Sarah Longley's email address.
- Tom spoke with IRS. Within 2 weeks we should have a letter confirming that the YC's application has been received.
- We can't issue donation tax deduction receipts at this time but should begin preparing for it.
- Beverly will prepare a draft donation policy and procedure by the next Board meeting on 1/16.
- Tom will send Beverly links to information on member loans.
- Tom will work with Judy Holsinger, the bookkeeper, to ensure donation monies are assigned to the proper account.

Terry excused herself from the meeting due to other commitments.

New business

- The next Board meeting will be held on Wednesday, January 16 so Tom can attend. Marilyn will schedule this and all 2013 meetings at Rosemont Retirement Center.
- A motion was made and seconded to offer senior (65 and over) membership for \$30 per year. Passed. There should be promotions designed for seniors with their particular needs in mind. For example, Geana offered a fresh produce discount card for seniors at the Farmers Market.
- It was clarified that active military will receive member prices. They must show their card that identifies them as active military.
- There was a discussion re: equalization of membership. The topic was tabled for the next Board meeting. Tom will consult with Sandra Burnett regarding how this is defined before the next meeting.

The meeting was adjourned at 8:38 pm.

Submitted by Marilyn Reardon, secretary

Bill Wyman, president

Beverly Wright, vice president