

Woven Dream Anacortes Food Coop
Board of Directors Meeting Minutes
August 7, 2018

Location: 3805 O Ave - Time:6:30pm

Meeting Facilitator: Miriam Fein, Chair

Invitees: Miriam Fein, Sequoia Ferrel, Sara Holahan, Tom Petrich, Elizabeth Thornlow, Lela Shifton/Rachel Muntean (alternate); Trish Wilson (general manager)

- I. Call to order** _Chair Miriam Fein called the meeting to order at 6:35pm.
- II. Roll call** _Directors Miriam Fein, Sequoia Ferrel, Elizabeth Thornlow, Sara Holahan - Quorum present
Rachel Muntean, General Manager Trish Wilson
- III. Visitors** Open to Visitors _none
- IV. Approval of minutes from July 21 meeting** _tabled until next meeting
- V. Financial Report (Trish)** _We had a good month, getting closer to breaking even. Inaccuracies in inventory were moved to costs of goods sold instead of loss.
- VI. Manager's Report (Trish)** _

Staffing update - Lela Shifton is no longer working at the Coop. Discussed opening up position or hiring a previous employee. With the current situation it seems best to hire a trained staff member. In the future we want to open vacant positions to more candidates.

Sequoia moved to authorize Trish to make a job offer to Sheri Burlison at \$13.50 an hour, Elizabeth seconded; all in favor, motion passed.

ACTION ITEM Product, Contract & Infrastructure updates and approvals Heating situation
Proposals range from \$5-10,000. Trish will write up a synopsis of what we have done and the proposals, Sara will write a letter from the board saying how important this is. We will continue to move items to get airflow. Sequoia will work on a plan to re-arrange shelves, with a tentative date of Sunday, August 26 when we would close the store. Discussion about the coolers and possible plans to replace with open, misting coolers. Request to gather more information about original cooler decisions from Sheri Muntean, Patricia agreed.

Need to update membership dues collection. Many members are behind in the \$10 monthly payments. The board would like to make it easier and more inviting for members to keep paying, with special sales items and smaller payments.

Sara moved to make membership payments be \$2 a month, Elizabeth seconded; all in favor, motion passed.

- VII. New members - vote to accept** _None at this time

VIII. Committees

- A. Employment and Volunteer Committee (Sara) included in manager's report
- B. Marketing Committee - (Tom, Sara) Chamber of Commerce after hours at sign place
- C. Product Research Committee (Sara, Miriam) Meeting scheduled for August 14 at 7pm at the store. Discussion about merchandising, creating new signage and adding bulk products. Bulk product suggestions will be brought to new product meeting on the 14th

IX. Old Business

A. Banking resolutions

ACTION ITEM - Remove Lela, Haley Fenton, Heather Burke from Heritage Bank, add Trish
Remove Lela from Bank of the Pacific, add Matt(?)

Sequoia moved to remove Haley Fenton, Heather Burke, and Lela Shifton as signers from Heritage Bank and Bank of the Pacific and to add Matt Schuh and Patricia Wilson as signers to both banks, Elizabeth seconded; all in favor, motion passed.

X. New Business

- A. Remove Lela from board of directors as employee director
Sara moved to remove Lela from the Coop Board of Directors and appoint Rachel as an employee representative to the Board, Elizabeth seconded; all in favor, motion passed.
- B. Skagit Maid mural repainting (Sara) tabled
- C. ACTION ITEM: Serenity Sundays applications - none

XI. Other

- A. Open to Board nothing new brought up
- B. Open to Visitors none
- C. Set next meeting date and time Tuesday August 21st at Elizabeth's house .

XII. Adjournment 8:40

Minutes submitted by Sara Holahan

Minutes approved on 10/1/18

Sara Holahan Sara Holahan

Miriam Fein Miriam Fein

Sequoia Ferrel Sequoia Ferrel

Tom Petrich Tom Petrich

Elizabeth Thornlow Elizabeth Thornlow