

# **Woven Dream Anacortes Food Coop Board of Directors Meeting Minutes**

September 11, 2018

**Location: Elizabeth Thornlow's house, 3805 O St - Time:7:00pm**

Meeting Facilitator: Miriam Fein, Chair

Invitees: Miriam Fein, Sequoia Ferrel, Sara Holahan, Tom Petrich, Elizabeth Thornlow (Directors); Rachel Muntean (Employee Representative) Trish Wilson (General Manager)

- I. **Call to order** \_Miriam called the meeting to order at 7:07 pm. In attendance Miriam, Sara, Elizabeth, Sequoia, Rachel, Trish. Quorum present
- II. **Approval of minutes from July 16 meeting** \_  
*Sara moved to approve minutes from July 16, Sequoia seconded; all in favor; motion passed.*
- III. **Financial Report (Trish, Tom)** Trish provided Profit Loss statement for the year. Sales need to come up. Trish says Sunday hours aren't providing much business. Discussed changing hours. Sales seem to slow down in the evening. Need a sign for parking out back.  
*Sara moved to change store hours for fall to be Mon-Sat 9-6 and Sun 10-3, Miriam seconded; all in favor; motion passed.*  
Sequoia wondered if there were enough employee hours to get work done. Supplies cost were up this month due to label makers, file cabinets purchases
  - A. Banking Paperwork  
*Sara moved to appoint Trish as administrator for Heritage Bank, Elizabeth seconded; all in favor; motion passed.*ACTION ITEM: Add Sheri Burleson as signer  
*Sequoia moved to add Sheri Burleson as signer for Heritage Bank and Bank of Pacific, Sara seconded; all in favor; motion passed.*
- IV. **Manager's Report** \_  
Need volunteers for POS system data collection. Sara suggested we set a deadline of Oct. 1. Trish mentioned that when board members give advice to staff it can be confusing such as when they are told different ways to merchandise. Board feedback is good, but it should be filtered through Trish.
  - A. ACTION ITEM Product, Contract & Infrastructure updates and approvals - none
- V. **Committees**
  - A. Employment and Volunteer Committee (Sara) - tabled
  - B. Marketing Committee - (Tom) A-Town publication planning - tabled
  - C. Product Research Committee (Miriam) Meeting for products Sept 17 Bring ideas What we don't have that we could be selling
- VI. **Old Business**
  - A. Store and product layout plan (Trish, Sequoia) Looked at layout. Lots of challenges, suggestion to move check out area towards front, put all coolers together
  - B. Board discount liability (Sara) The discount is considered "being paid" in the legal word and requires changes to paperwork filing.  
*Elizabeth moved to discontinue policy of board discount; Sara seconded; all in favor; motion passed.*

C. Farmers Market Booth change of date? (Sara) Sara changing the date to Sept. 22 Need to get vendors to have our brochures

**VII. New Business**

- A. **New members - vote to accept** \_ tabled
- B. Skagit Maid mural repainting (Sara) OK to do, owner won't pay for supplies
- C. Board recruitment , Rachel's position (Sara) Board members must be 21, so Rachel is not eligible. Rachel's contract will be reviewed next meeting
- D. Future classes/workshops? With classes , there is possibility of free ad in A-town. Several ideas for food prep were suggested, such as kambucha culture, smoothie making, healing techniques.
- E. ACTION ITEM: Serenity Sundays applications none

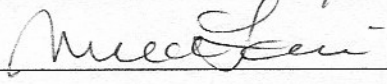
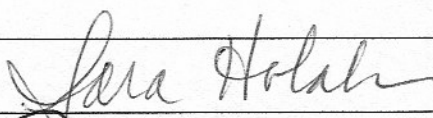
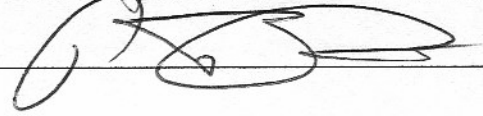
**VIII. Other**

- A. Open to Board Elizabeth brought up 90 Day review for Trish with potential raise. Board thinks she is worthy but cash flow is too tight. Sara suggested we could use savings from new POS system to possibly give pay raise.
- B. Open to Visitors none
- C. Set next meeting date and time Oct. 1 6:15pm

**IX. Adjournment** \_ Adjourned at 8:45pm

Minutes submitted by Sara Holahan

Minutes approved on 10/11/18

	_____	Miriam Fein
_____	_____	Sequoia Ferrel
	_____	Sara Holahan
	_____	Tom Petrich
_____	_____	Elizabeth Thornlow