

*Anacortes Food Coop
Minutes of Board Meeting
August 12, 2021*

The meeting was called to order at 7:03 PM by Rachel Muntean-Salazar.

Present were Rachel Muntean-Salazar, Sara Holahan, Gloria Shelton and Shawn Bell.

Minutes from the July 8, 2021 meeting were unanimously approved as amended.

Financial Report

Sara Holahan reported that July sales were disappointing. Income was insufficient to meet all outstanding expenses and purchases.

Sara made a personal contribution to the Anacortes Music Project and as a result the Coop logo will be included in their publication "Show Chime". Transition Fidalgo included AFC in their e-newsletter promotion to eat local.

Secretary's Report

Gloria Shelton reported that she submitted a recipe and article on the Coop to Fidalgo Living magazine. It is scheduled to appear in the September issue.

Co-chair's Report

Rachel Muntean-Salazar reported that Sign Dog will send a mock-up of a flag from the photos that she submitted.

Manager's Report

Shawn Bell reported that the hot weather has resulted in decreased product from some vendors, specifically ice cream, 5B's bakery, milk and greens. Some produce was lost. Shawn has provided training on care of local produce deliveries and proper display to address this issue. Emily Nelson has received training on ordering procedures and displaying. Shawn still has no help on Monday. August sales are up so far.

Old Business

Shawn asked about turn-around times for logo tote bags. Customers have asked about promotional merchandise with the AFC logo. Gloria said that she has not followed up on delivery specifics since there didn't seem to be any money for totes. Gloria said that she will get quotes for review.

There was general discussion on contacting members whose patronage payments are not current. This was not considered a desirable approach. Instead, the idea of contacting members who have not shopped recently was suggested. Making personal contact with them by phone and inviting them to return. Sara is working on editing the member list for accuracy. Further discussion is needed to formulate a path forward.

The idea of having a donation jar was discussed. The general opinion seems to be that a specific purpose for the donations should be indicated on the jar. It was agreed that the purchase of the flag that Rachel is working on would be an appropriate purpose for donations.

There was a general discussion on setting up at the AFM. Sara indicated that she can be there on 8/21/21 and Rachel can be there in the morning until 11. Gloria has a canopy but cannot set it up. Rachel has a table. The Coop has a banner. There was discussion of holding a raffle but no decision on what to raffle. Gloria will contact AFM to set up dates and find out what we can and can't do.

New Business

Sara proposed that because staff members receive a 20% discount on Coop purchases, they should become members. There was agreement that the staff must be Coop members to receive this discount and support the Coop. Sara made a motion that staff members must sign up for membership within one month of hiring. Gloria seconded the motion and it was passed unanimously. The policy on hiring will be amended to include this requirement and benefit.

Gloria asked if there was any policy on operations during extreme heat. There isn't. Rachel found information online that suggested that temperatures in the building would not be considered extreme for light work. It was agreed that staff should take a cooling break as needed and put a "Temporarily Closed" sign on the door indicating when they would return.

There was a general discussion on advertising and promotions. Shawn discussed the use of flags featuring vendor names and logos as a way of

attracting customers to come in. These flags would change and provide dynamic advertising. The Clam Digger was discussed as a possible source of free advertising, possibly in connection with a vendor ad. No specific plan was made.

The meeting was adjourned at 8:13 PM.

Submitted by Gloria Shelton

Approved on October 4, 2021