

Anacortes Food Co-op
Board Meeting on Zoom
Minutes 11/11/21

The meeting was called to order by Eliza-Mae Atterberry at 7:10 PM.

Shawn Bell, Sara Holahan, Eliza-Mae Atterberry and Gloria Shelton were present.

The Minutes from the 10/4/21 meeting was delivered on-line and there were no corrections submitted. Eliza made a motion to approve the minutes; her motion was seconded by Gloria and unanimously approved.

Manager's Report:

Two new members so far this month, one at "full price", \$200.

Staff have been stepping up and taking more responsibility. Emily has been learning the "product creation" protocol in the software system. Reviews have been given to Emily and Ahra; no response from them yet. Shawn has talked to Deborah Craig about training for Emily and Ahra. Can't raise pay, but can offer skills enhancement through training.

A trial run with store-made wraps and sandwiches was very successful.

There are not enough staff hours to provide overlap for food prep, sick time or vacation. More staff is needed.

Poor sales in October.

Jack Mountain has a new owner and they have not been responding to attempts to contact them. Dahlia egg production is down. UNFI has had some supply chain issues. All of these may contribute to lower sales.

Customer feedback has been good. They like the store; it meets their expectations and looks good. Emily has been doing the displays.

A volunteer saw the need for a shelf to hold a shopping bag while it is being filled. Coop member Larry Collinge came and installed it.

Treasurer's Report:

Sara reported that sales have not been good. Not clear why this is so. Sara emailed a copy of the 2021 Budget vs. Actuals to everyone. There was some general discussion about the numbers. Since we need to vote on a 2022 Budget next month, we discussed having a strategic planning session to go through the budget making process. That meeting is scheduled for Dec. 6, 2021 from 9AM to 1PM in the SaviBank meeting room.

New Business: A new meeting date was decided. After some discussion the first Tuesday of the month at 7:00 PM was selected. No one will have to attend on their day(s) off.

Inventory is scheduled for Friday, 11/19/21 from 6 to 8 PM. Dinner at the restaurant next door to follow

Old Business: Shawn stated that the POS issue has not been completely resolved. A new router has been installed but there is still an issue with the card reader going down. A new one is expensive.

The Co-op has a paid subscription from the Zoom program. Meetings hosted through the Co-op login have no time limit. A benefit to the board is access to this login for hosting meetings.

We will look at the tote bag situation when we have money to buy some.

Board training was discussed. The topics of most interest were "Strategic Planning" and "Engaging Co-op Members". A strategic planning session has been scheduled. Having Deborah Craig facilitate was discussed.

Minutes Submitted by Gloria Shelton

Minutes Approved on December 7, 2021

