

Anacortes, Food Coop  
Board meeting on Zoom  
12/7/2021

The meeting was called to order at 7:13 PM by Eliza-Mae Atterberry.

Present were Gloria Shelton, Shawn Bell, Sara Holohan and Eliza-Mae Atterberry.

Sara Holohan made a motion that the minutes of the 11/11/21 Board Meeting be accepted; Eliza-Mae Atterberry seconded the motion and all present agreed.

Manager's Report: Shawn Bell reports that the staff is doing well. He is working on evaluations and reviews and will set goals for the new year. Neither Emily Nelson nor Ahra Jo like to work all day. Shawn has been filling in rather than hire a third person.

There is some issue with the breaker for the heater. It needs a dedicated breaker. The back-room light has been replaced with an LED light and a new outlet installed.

Larry and Maggie installed a lift-up shelf for bagging purchases. It's a great help for customers.

The front of the store is dirty and needs to be cleaned.

The Thai restaurant has opened and increased traffic is placing new demands on the parking situation.

Three new members joined in October and two new members in November.

POS was down and everyone was affected. Card read mostly working ok. Some delayed transactions. Software appears to be ok. New reader needed?

Tracking product cost and dairy losses.

Flooding affected some deliveries. Three Sisters did deliver. Some issues with milk spoiling.

Training for Shawn and Sara? I need more info on this.

Shawn plans to visit the Crossroads Store to meet with manager and share “small store experience”.

Staff schedule is on Google Drive.

Treasurer’s Report: Sara Holohan reviewed Budget vs. Actuals for 2021 and presented a Draft Budget for 2022. Sara wants to update the business plan. The SBDC template is too long. Banks want a one-page draft business plan.

The board needs to consider minimum credit card charges. This is routine for many small businesses.

Out-reach by Board Members:

GloriaAFC to talk to Marianne Folliart, past board member of SVC.

Eliza-Mae to talk to new SVC manager.

Partner with SVC: attend their board meeting; apply for inclusion in 4% Friday; discuss how their advertising in publications in Anacortes might impact AFC.

Gloria to contact local organizations to see if they’re looking for speakers.

Annual Membership Meeting: Scheduled for Tuesday, April 5, 2022 at 7PM.  
Zoom or in person?

Respectfully submitted,

Gloria Shelton, Secretary

Minutes approved on February 15, 2022