

Anacortes Food Co-op
Board Meeting Minutes
February 13, 2023

Present: Phil Cohen, Tim Heiner, Sara Holohan and Shawn Bell at SaviBank meeting room and Deborah Craig and Gloria Shelton on Zoom. Zoom audio only meeting.

The meeting was called to order by Deborah at 7:07 PM.

Minutes of the previous Board meeting - Corrected and approved prior to this meeting.

Financial Report – Sara

\$17,799.39 Heritage Bank (includes \$10,000 loan) and \$3463.91 in Bank of the Pacific. Three members have offered \$5000 interest-free, short-term loans. Deborah indicated that the NWCDC loan has been approved; Sara will confirm this. The Co-op has about \$500/month in expenses, even though we are not in operation. These include Quick Books, Insurance and Waste Management.

The Grantor says that we should be half-way through the funds at this point. We are not there.

Sign Restoration – General discussion

Tim has been working on cleaning and restoring the old vinyl sign. Acetone, steel wool and elbow grease are working. The sign should be reusable. It isn't clear at this point where this sign will be used.

Tim needs a respirator with a VOC cartridge to continue work more safely. Candy Cooper of Allied Realty should be given an invoice for the cost of cleaning supplies. Tim should be given a vote of thanks.

Building Up-date – Phil

The City has shut down work on the building, including all inside work. According to The City, they have not received the paperwork in the format They require in order to issue a Work Permit. The apparent issue is to do the paving done without a permit by the Hospital. Key City employees have been unavailable to move forward.

Dane Armstrong, the property owner, was under the impression that he had clear title to the property with no issues pending.

Phil has encouraged Dane to work with a local engineer to put the paperwork in the proper format for the City

Draft Lease – Phil

Phil will schedule a meeting with Dane and Ryan next week to review the Board's recommended changes to the lease.

Landscaping and common areas – No discussion at this time.

Annual Board Meeting – General discussion

The meeting will be on Tuesday, April 25, 2023 at Village Pizza in Anacortes, with a “Meet and Greet” at 5:30 PM and the meeting starting at 6:00 PM. The budget for this event should not exceed \$200.

Board Recruiting – General discussion

The Board should be expanded to 7. Each Board member should prepare a list of candidates. Current Board members should prepare a short paragraph about their work on the Board. Review policies regarding job descriptions. The Co-op should provide liability insurance should be provided to Board members.

Compensation for the Board was discussed. Neither a stipend or discount was universally supported. Work in progress.

Meeting adjourned at 8:32 PM

Meeting Minutes Approved on March 14, 2023

Deborah Craig

Phil Cohen

Tim Heiner

Gloria Shelton

