

Yahara Diver Grocery Co-operative
Board of Directors meeting
February 26, 2009
Ed Overland Room – Stoughton City Hall
5:30 p.m.

1

Present:

President: Norma Sampson

Vice president: Deb Piper

Secretary: David Sharpe

Treasurer: Warren Kmiec

Directors: Laura Anderson, Regina Hirsch, Jonathan Lewis, Kristine Vaughn and Spencer Warren

General Manager: Wynston Estis

Call to Order 5:42 pm. The agenda was approved as distributed.

Treasurer's update: Warren had sent balance sheets and a Profit & Loss (attached). The bottom line was that we lost \$6805 over the last 4 weeks.

On the balance sheet it is compared to the Feb. 23rd opening of the new account for the pledged funds. Accounts payable dropped 20%. Inventory was reduced by 50%.

On Pledges: 10 individuals filled in a form and didn't give the money. 222 said yes to helping. 202 forms were received. 192 checks were received. The total \$ 32,722.

Norma announced that Wynston signed a letter of appointment saying she agreed to the terms of hire as our General Manager. Laura **moved** we confirm the letter of appointment of Wynston Estis as the General Manager. Seconded by Jon Lewis. Motion **carried unanimously**.

The loan's final approval (after what we hope will be some committee rubber stamping) is expected to produce \$60,000 in the bank by March 5, 2009

Manager's Report by Winston. Sales last week were disappointing. Inventory was low.

A nutritionist is meeting with Wynston to help get product for folks with special diets and hopefully a school program outline. Equipment: The deli scale can't be programmed. Hobart scales run \$1800. Used ones aren't available. Software update: Product tag printer needs a license update that runs about \$75 to \$150. The conveyor wasn't paid for due to a credit card glitch. It is not the right thing for us and we are trying to sell it. It is on Craig's list. The company won't take it back. We will start paying \$100 a week to meet our obligation under the purchase agreement. Wynston will try to receive inventory in the front door. An early morning loading zone would help. A presentation to the City's Public Works Committee will be announced soon. As many Board members as can should attend that meeting.

Team meetings of the supervisory staff are on Tues. noon. Relaunch, reinventory, operations are discussed. Alexis Martin is working in Madison and is reducing hours. Terri Wolf is working on displays. We need a daytime stocking cashier. When funds are available, the pre-January hours need to be restored.

Relaunch Marketing. New products are being considered, planned, entered and tested. A reorganization of product will be affected. Most categories will remain where they are. New signage is needed. More local vendors and sampling will be featured at the Relaunch. Vendors would be scheduled to offer samples.

Norma and Wynston are working on an Alcohol license. This would be for the sale of wine.

As vendor debt is retired, we are able to buy more product from them following the same budget as previously and keeping a more rapid product turnover and tight inventory. Right now we are COD with these vendors.

We need a system to administer the Summit money. A budget is in place and Wynston will distribute that.

We need a credit card. There is an \$11,000 balance on one for Mike. It would be used for supplies not product. Warren will check on one at Evergreen.

Peg Sheldon is working on the year-end financials.

There is a 2009 budget in place.

In the **Historic Stoughton meeting** today, Kristine and Wynston attended. Branding Stoughton and planning in the afternoon sought to bring folks to common goals. The Preserve America Fund is being sought again. The compelling thought of “No where but at the Yahara River Grocery Co-op can I _____(fill in your blank) should be considered. The core values and branding center need to be a part of the Relaunch.

Personnel Committee Report by Regina. Joshua was interviewed and most of the group felt he wasn't the right fit due to his only having worked in large stores and no natural foods. Another application was received today but with a person who was more into preparing food. The search will be kept open.

Assignment of Membership Restructuring Committee by Norma. Members joining would be buying shares (equity) in the Co-op. This has been unclear with the initial memberships although they were treated as income. The printed membership material calls it a membership fee upon which we would pay taxes as income. The first year fees were income and counted in our losses. A committee would research this and make a recommendation. Persons from Marketing, Finance and Membership could make up this committee. Laura volunteered to be on, Kristine volunteered also. Warren offered from Finance. Laura will try to talk to Meg Watson from Marketing. Warren is chair.

Relaunch Coordinating - Oversight Committee by Deb. The Oversight Committee is Deb, Dave and Laura and we will meet Sat. afternoon 2:00 at the store. The store will close for a day and a half before the relaunch on the 19th. 6-8 people are already set to help on the 19th. Kathleen Falk will come on the 20th. A reception “Thank You” party would take place after 8 on Wed. night. Laura reported she has a list of things that need to be done for décor and some physical placements.

The Marketing committee will meet this weekend on Sunday at 2 p.m. in the store. We will get the focus message to Deb for the “blast”. We will work on old members, new

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3

members and the general public with a targeted message of the YRGC mission, values and product niche.

Folks are needed to help with the Relaunch from Wed. night thru the weekend. Let Deb know if you can volunteer.

Other business; Board in-service: Willy St. Co-op would come to help us. We will try to have some training at each Board meeting. We may also have a retreat time for something more in depth.

Staff appreciation was discussed. Wynston suggested that the edge will come off when they have more hours. A card of appreciation, pizza/movie party or other appreciation would go a long way.

Laura moved to adjourn, Deb seconded. Norma declared the adjournment

Next meeting: March 12, 2009 Stoughton City Hall 381 E Main St. Giles Dow Room
5:30 – 7:30p.m.

Respectfully Submitted
Dave Sharpe, Secretary