

Yahara River Grocery Cooperative Board Meeting
Future Site of YRGC
229 East Main Street, Stoughton, Wisconsin
6:00 p.m.-8:00 p.m., Tuesday, June 5, 2007

MINUTES

Board Members Present:

Steve Barnes	President
Myra Hajny	Secretary
Phil Caravello	Member-at-Large
Laura Anderson	Membership Committee
Pam Barnes	Research Committee
Philana Friede	Fundraising Committee
Homer Howard	Senior Liaison
Marlene Widra	Fundraising Committee

Other Committee Members Present:

Mary Condon	Research Committee
Jon Hajny	Research Committee
Kristine Vaughn	Membership Committee

Also Present:

Stephen Lawrence	YRGC Project Manager
Rich Hall	Interested in Co-op
Susan Meyers	Interested in Co-op
Norman Monsen	Interested in Co-op

Steve Barnes called the meeting to order. The agenda for the meeting was reviewed.

On **MOTION** (P. Barnes/Howard) and unanimous vote the minutes of the May 22, 2007, meeting were approved.

TREASURER'S REPORT

Steven Barnes referred to the Treasurer Report Warren Kmiec had circulated via email on May 30 (attached to these minutes) showing a balance of \$42,368.20.

NORMAN MONSEN PRESENTATION

Marlene Widra introduced Norman Monsen, a long-time Stoughton farmer and an employee of the Wisconsin Department of Agriculture specializing in dairy. Norm spoke to the Board about sources for local products and resources available through the Department of Agriculture and other agencies. Norm will meet with Stephen Lawrence, YRGC Project Manager, to discuss financing programs that may be available to YRGC.

PROJECT MANAGER INTRODUCTION

Steve Barnes introduced Stephen Lawrence as the Project Manager who started work for the co-op on Monday, June 4. Stephen noted that he is excited about helping in the development of the grocery store and needs feedback on what's been done so far so he doesn't duplicate effort. He plans to identify costs that will be expensive that were not included in the Business Plan, and he's working on a general timeline to get the store up and running. Stephen would like to know

in the next two weeks what products the co-op will sell; what is the “corporate” strategy; what will make people walk in the door. These issues will be placed on the agenda for the next Board meeting.

(Steve Barnes will help Myra Hajny complete the spreadsheet of Post-It suggestions from the kickoff event, which will be circulated for review prior to the June 19 meeting.)

PRODUCT BUYERS COMMITTEE REPORT

Rich Hall spoke about the Stoughton co-op he was involved in several years ago and noted that Deb Bicksler organized most of the product buying and may be of help to the co-op by naming products that were favored.

FINANCE COMMITTEE REPORT

Steve Barnes read an email he had received from Debra Carter in which she reported that Warren Kmiec, on behalf of the co-op, opened a \$9,000, 15-month CD paying 5.20% at Evergreen State Bank, with an eye toward securing the money for paying some of the co-op investors. Debra noted that the Finance Committee felt that it would not be prudent to commit more money at this time, because there will be a lot of cash movement over the next few months. Debra also noted that Warren has begun the process of assigning numbers to vendors on financial software for ease of future transactions.

MARKETING COMMUNICATIONS COMMITTEE REPORT

Steve Barnes read a report submitted by Norma Sampson in which she noted that an article on the upcoming auction along with an update on the fundraising effort and information on how to become a member or investor ran in the *Hub* last week. A news release related to the auction was also sent to the *Wisconsin State Journal* (published as news brief on Sunday, June 3), the *Capital Times* and the *Isthmus*. Eric Borchardt will call TV stations to see if they'll cover the auction. The committee completed a flyer for the auction which has been distributed from Scintimints at 194 West Main Street to Fosdal Home Bakery at 243 East Main. An email about the auction went out to everyone on the co-op list and Buzz Davis' list. More membership brochures were printed. There is a free quarter-page ad in the June issue of *Bountiful Cupboard*.

Norma also noted that the website has been updated with the auction information and an auction list and that the employment opportunity information has been removed from the site.

MEMBERSHIP COMMITTEE REPORT

Laura Anderson reported that there are 600 entries in the database, including 320 members.

RESEARCH COMMITTEE REPORT

Pam Barnes circulated anti-discrimination and anti-harassment/sexual harassment policies drafted by the Research Committee that are needed to proceed with the Directors and Officers insurance application. On **MOTION** (P. Barnes/Anderson) the policies were approved with edits as follows:

ANTI-DISCRIMINATION POLICY

Yahara River Grocery Cooperative (YRGC) believes in respect for the individual and commits that there will be no discrimination against any member, customer, employee, or applicant for employment because of his or her race, color, national origin, ancestry, nationality, citizenship, religion, creed, age, sex, marital or

familial status, sexual orientation, veteran status, liability for service in the U.S. Armed Forces, disability or handicap, or any other characteristic protected by applicable law. YRGC may provide for reasonable accommodation where required because of an individual's disability or religion.

It is YRGC policy to:

Ensure that all members and customers are free to enjoy the YRGC environment free from discrimination based on the above factors and do not themselves discriminate on those factors while on the premises or representing YRGC.

Recruit, hire, train, and promote persons into all positions without regard to the above-described characteristics.

Ensure an environment free from all forms of unlawful employment discrimination.

Ensure that employees and applicants are protected from coercion, intimidation, interference, or discrimination for filing complaints or assisting in investigations under applicable fair employment practices laws.

All supervisors, managers, and members of the Board are responsible for ensuring compliance with this policy in their areas.

Reporting unlawful discrimination:

Any member, customer, employee, or applicant for employment who believes that he or she has been unlawfully discriminated against should report the matter to his or her immediate supervisor or manager or any member of the Board.

ANTI-HARASSMENT / SEXUAL HARASSMENT POLICY

YRGC believes in maintaining an environment that respects and appreciates each person's dignity, safety, and differences. Harassment, including sexual harassment, is a violation of this policy. Any such harassment will not be tolerated at YRGC and is unlawful.

YRGC has zero tolerance for all forms of harassment.

Examples of sexual harassment may include but are not limited to unwelcome sexual propositions, sexual innuendo, sexually oriented jokes or teasing, suggestive comments, and physical contact such as touching, pinching, brushing against another's body, or coercing sexual intercourse or any other form of sexual contact.

Any member, customer, employee, or applicant for employment who believes that he or she has been subjected to or witnessed any harassing conduct should immediately report the matter to his or her immediate supervisor or manager or any member of the Board.

YRGC will not retaliate against any member, customer, employee, or applicant for employment for reporting any harassing conduct or for assisting in the investigation of any such complaint.

Jon Hajny noted that the committee needs marching orders on how to proceed with tax-exempt status. The committee will develop a list of pros and cons of IRC 501(c) status for the Board to consider at its next meeting.

The issue of whether the Research Committee should be responsible for grant writing was tabled until the next meeting.

FUNDRAISING COMMITTEE REPORT

Philana Friede reported that there is a nice list of volunteers who will act as auctioneer assistants, clerk, runners, cashiers, and refreshment salespersons for the June 8 auction. There are approximately 150 items for the sale with a perceived value of \$12,000. Philana noted that Eric Borhardt and Norma Sampson did an outstanding job of getting word about the auction out to the public. Marlene Widra noted that Warren Kmiec would make pleas for investments, donations and for new members when he is acting as auctioneer.

ANNOUNCEMENT

The next meeting of the Board of Directors is set for 6:00 p.m., Tuesday, June 19, 2007, at the future site of YRGC, 229 East Main Street.

Respectfully submitted,
Myra Anderson Hajny, Secretary

Yahara River Grocery Cooperative Treasurer Report

Today's date: 5/30/2007 **YTD**
 Balance as of last report (5.22.07) **\$52,730.96**

INCOME

Member Fees	\$1,375.00	\$22,300.00
Investments	\$500.00	\$33,750.00
Grants	\$0.00	\$1,000.00
Fundraising	\$53.72	\$1,657.77
Donations	\$25.00	\$655.07
Sales other		\$200.00
TOTAL INCOME	\$1,953.72	\$59,562.84

EXPENSES

Rent	\$1,800.00	\$3,600.00
Insurance	\$596.60	\$697.00
Promotions	\$919.88	\$2,884.79
Operations	\$0.00	\$238.74
Admin Expenses	\$0.00	\$270.11
Membership	\$0.00	\$165.90
Bank charges	\$0.00	\$138.10
Other	\$0.00	\$200.00

TOTAL EXPENSE **\$3,316.48** **\$8,194.64**
 CD ESKROW \$9,000.00 \$9,000.00

Current balance to date **\$42,368.20** **\$42,368.20**
 5/30/2007

\$0.00

THIS PERIOD'S EXPENSES DETAILED

5/22/2007	1008	JUST COFFEE NATURAL	\$154.03
5/22/2007	1009	FARMS	\$765.85