

Community Market Board Meeting

Minutes	Tues, January 22, 2008	6:00-8:00 pm	M&M Divide office, Carroll
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Facilitator	Denise Webber	Note taker	Melissa Hackfort
Type of meeting	Monthly board meeting	Timekeeper	Denise Webber
Attendees	Denise, Rick, Melissa, Steve, Lue, Joe, Carol		

Agenda topics:

1. Approval of last meeting minutes
2. Agenda Approval
3. Treasurer's Report
4. Old business
 - A) Robert's Rules of Order
 - B) Annual Meeting
 - i) Nominating Committee
 - ii) Suggestions on members to run for board
 - iii) Review Dates
 - iv) Date/Location/Food
 - v) Annual Meeting packets prep and mailing
 - C) Member Loan Program
 - i) Committee
 - ii) Launch Date
 - iii) Goal
 - D) Store/Vision discussion
 - i) Martha's store proposal
 - ii) Board discussion
 - iii) Vote
 - iv) Strategic vision planning
 - 1) Phone call w/ Stuart Reid
 - 2) Food Coop 500 participation agreement
 - 3) Board retreat before annual meeting
 - 4) Review timeline/opening date
5. New Business
 - A) Proposal to change membership bylaws
 - B) Board conduct policy/governance
 - C) SWOT analysis for Feb 5 meeting

D) Hand out copies of Business Plan E) FC500 webinars		
5 Min	Last Meeting Minutes	Denise Webber
Discussion	No change.	
Conclusions	Steve motioned to approve; Lou gave a second. All approved.	
Action items	Person responsible	Deadline
30 Min	President's Report	Denise Webber
Discussion	No report at this time.	
Board UPDATE		
Conclusions		
Action items	Person responsible	Deadline
15 Min	Treasurer's report	lue baker
Discussion	TOTAL: \$42,351.25 income, \$23,992.19 expenses, net assets \$18,359.06 January total: \$1923.30 income, \$719.05 expenses, \$1204.15 net assets. TOTAL MEMBERS: 162 patron (+19 members since last meeting) TOTAL NON-Patron Members: 8 (no change)	
Conclusions	Motion to approve made by Steve. Seconded by Joe. Approved by all.	
Action items	Person responsible	Deadline

15 min	Vice President's Report	Joe Schultes & Martha Sibbel	
Discussion	Joe: No report at this time.		
Martha: No report at this time.			
Conclusions			
Action items	Person responsible	Deadline	
None	None	None	
30 min	Old business	denise Webber	
Discussion	<p>1. Roberts Rules of Order – need to make sure that we are following, stay on course.</p> <p>2. Annual Meeting</p> <p>1-4) Nominating Committee: Dave Johnson has agreed to help with this. Joe also volunteered.</p> <p>Motion to approve these people on the nominating committee made by Melissa; Seconded by Lue;</p> <p>Approved by all. Deadlines: March 4-finalize nominees, March 10-receive candidate statements,</p> <p>March 18-approve annual meeting, March 20 voter pamphlets go out, April 15th- Annual Meeting.</p> <p>Rick has located a meeting place: The ISU Extension office meeting room- can hold about 65-70</p> <p>People. Comm Market supplies: ham, drinks, tableware, cups. Denise is going to select a few</p> <p>People to ask to bring a dish, rather than a full potluck. Motion to approve meeting location and</p> <p>Food made by Lue; seconded by Melissa. Approved by all.</p> <p>5) Annual Meeting Packets Prep & Mailing – Rick will coordinate RSVP on March 19th to fold & stuff.</p> <p>C. Member Loan Program</p> <p>1) Committee: Headed by Dan Ford, Denise, Rick, Martha.</p> <p>2) Launch Date: ASAP – Dan is available in Feb & March. Look at launch in mid-February.</p> <p>3) Goal: \$300,000 = 100 \$3000 loans.</p>		

Need to conference with attorney John Gerken & Stuart Reid to finalize details.

3. Store Vision discussion
 1. Martha's store proposal – (Martha went home sick, so wasn't able to share idea).
 - 2-3) Board Discussion: Focus on outlet for local products. Go upstairs with offices, HVAC to save on square footage if possible. Trade area in Carroll is 96,000 people – need 750 members. Badding takes possession of old Wal-Mart June 15th – will know more then regarding timeline and potential for locating there. We need to specify square footage in our business plan. Motion made by Steve to plan on looking for total space of 5000 square feet for our store. Motion seconded by Joe. Approved by all. Motion to amend the previous motion made by Lue: Since all board members were not able to be here to share their store proposals, want to offer 10 minutes at the next meeting to share ideas. Motion seconded by Joe. Opposed by Steve.\
 - 4) Strategic vision planning:
 - 1-Phone call with Stuart Reid – we have monthly calls with him and can discuss anything we would like to – all board members are encouraged to utilize this time.
 - 2-Food Coop 500 Participation Agreement- we agree to apply best practices of store. (ex. Store can't be less than 2200 sq feet).
 - 3-Board retreat before annual meeting – strategic planning for board with facilitator.
 - 4- Review timeline/opening date: Denise would like to remove December 2008 as our opening date from our timeline. Motion to remove this date made by Lue; Seconded by Melissa. Will likely not be ready to open at that time due to not having a location yet, and our “dream” location will not be ready until Spring of 2009. All in favor of date change to unknown for now.

Conclusions

Action items	Person responsible	Deadline
Coordinate food & banquet	Denise	ASAP
Line up RSVP for March 19	Rick	ASAP
Allow time on agenda for store vision discussion (10 min)	Denise	Next meeting

15 min	New Business	Denise Webber
Discussion	<p>5. New Business</p> <p>A) Proposal to change membership bylaws – Bylaws say that “we may reject membership if they haven’t patronized store in 2 years”. Motion made by Steve to remove this statement from bylaws; seconded by Lue. Approved by all. Will review the word membership used in our documents later.</p> <p>B) Signatures on bylaws and articles</p> <p>c) Board conduct policy/governance</p> <p>d) SWOT analysis for Feb 5 meeting</p> <p>e) Hand out copies of Business Plan</p> <p>f) FC500 webinars</p>	
Conclusions		
Action items	Person responsible	Deadline
Contact board members to recruit candidates	Denise	ASAP
SWOT analysis homework	All	Feb 5

Observers	
Resource persons	
Special notes	<p>Motion to adjourn: Joe 1st, Lue 2nd.</p> <p>Next board meeting: Tuesday February 5th 6pm M&M Divide – Big Conference Room</p>
deceember agenda	