

Community Market Board Meeting

| | | | |
|----------------|----------------------------------|--|---|
| Minutes | Tuesday, October 21, 2008 | | CARROLL COUNTY COURTHOUSE, Carroll |
|----------------|----------------------------------|--|---|

| | | | |
|------------------------|--|-------------------|-----------------|
| Facilitator | Martha Sibbel | Note taker | Wanda McInerney |
| Type of meeting | Semi-Monthly board meeting | Timekeeper | |
| Attendees | Denise Webber, Joe Schultes, Martha Sibbel, Lue Baker, Wanda McInerney, Art Behrens. | | |

Agenda topics:

1. Agenda Approval (Martha)
2. Previous meeting minutes (Wanda)
3. Treasurer's Report (Lue)
4. President's Report (Martha)
 1. Bylaws – Annual Election of Officers
 2. Different newsletter editor
 3. Follow up from Special Meeting, including posting of agendas and minutes
 4. FC500 Webinars and Central Desktop Training
 5. Project Manager – follow up from resignation
 5. Managing Director's report (Rose)
 6. Old Business
 1. Committee reports
 1. Site (Phil, Art or Joe)
 2. Local Harvest Banquet (Denise)
 3. Auditing (Lue) – report for approval
 4. Board Governance (Martha) – proposed document for adoption
 2. Sprout Fund – delegation (Martha)
 3. Protocol, particularly in regards to CMC's financial information (Martha & Denise)
 7. New Business
 1. Sources & Uses budget review (Denise)
 2. Producer guidelines and sign up for sales to members through Newsletter and website (Looking for a representative of producers, Otherwise, Martha)
 8. Remarks from Visitors
 9. ***Closed Session***

| | | |
|---------------------|---|----------------------|
| 10. Adjourn | | |
| | Agenda / Last Meeting Minutes | |
| Discussion | No change. | |
| Conclusions | Motion to approve agenda made by Denise; seconded by Lue. Motion passed. Motion to approve last meeting minutes made by Joe; seconded by Lue. Motion passed. | |
| Action items | Person responsible | Deadline |
| | | |
| | | |
| Discussion | <p>TREASURER'S REPORT LUE BAKER</p> <p>DISCUSSION</p> <p>YTD income: \$52,239 YTD expenses: \$35,096.39 YTD Net: \$17,142.61 Expenses this month: \$350.20 Checking account balance: \$477.80</p> | |
| Board UPDATE | | |
| Conclusions | Motion made by Denise, seconded by Wanda to approve treasurer's report. Denise, Lue Wanda & Joe ayes. Art nay. Motion passed. | |
| Action items | Person responsible | Deadline |
| | | |
| | President's report | Martha sibbel |
| | Written Report submitted by Martha. No. 2 Denise suggested Connie Bock for newsletter editor. Martha will contact Connie. | |

No. 5. Dan Ford asked Board members' feelings, after which Dan recited his actions and writings during his period as Project Manager.
 Motion made by Wanda, seconded by Lue to approve mutual release. All ayes except nay by Art.
 Motion passed. Dan submitted resignation letter and requested refund of \$100.
 No. 4. Rose requested Board members to state their feelings after Special Meeting of Membership was held as far as her proceeding as Managing Director, after which Rose turned in her resignation and left the meeting.
 No. 3. Motion made by Lue, seconded by Wanda to rescind previous motion to expand number of Board members per the wishes expressed at Special Meeting of Membership. After discussion Lue withdrew motion and Art Behrens tendered his resignation and left the meeting.

| | |
|--------------------|--|
| Conclusions | |
|--------------------|--|

| Action items | Person responsible | Deadline |
|--------------|--------------------|----------|
| | | |

| | | |
|--|-----------------------------------|--------------|
| | MANAGING DIRECTOR'S REPORT | ROSE BEHRENS |
|--|-----------------------------------|--------------|

| | |
|-------------------|-------|
| Discussion | None. |
|-------------------|-------|

| | |
|--------------------|--|
| Conclusions | |
|--------------------|--|

| Action items | Person responsible | Deadline |
|--------------|--------------------|----------|
| | | |

| | | |
|--|---------------------|--|
| | OLD BUSINESS | |
|--|---------------------|--|

| | |
|-------------------|---------------------------|
| Discussion | No Site Committee report. |
|-------------------|---------------------------|

| | |
|--|---|
| | <p>Motion made by Denise, seconded by Lue to hold a Local Foods Christmas Market on December 13, 2008. Motion passed unanimously.</p> <p>Lue presented "Statement of Internal Audit," signed by Scott Steffen, United Bank of Iowa & Lue Baker. Motion made by Denise, seconded by Joe to approve report. Motion passed unanimously.</p> <p>Lue informed this will be done on a quarterly basis.</p> <p>Sprout Fund meeting tentatively scheduled for Sat, Oct 25, at Manning Library.</p> <p>Financial documents not to be copied and handed out to non-Board members, should come to Treasurer for any financial information.</p> |
|--|---|

| | |
|--|--|
| | |
|--|--|

| | |
|--|--|
| | |
|--|--|

| | |
|--------------------|--|
| Conclusions | |
|--------------------|--|

| | |
|--|--|
| | |
|--|--|

| Action items | Person responsible | Deadline |
|--------------|--------------------|----------|
| | | |
| | | |

| | |
|--|--|
| | |
|--|--|

| | | |
|--|---------------------|--|
| | NEW BUSINESS | |
|--|---------------------|--|

| | |
|--|--|
| | <p>1. Documents presented and explained by Denise, re: Sources & Uses Budget review.</p> |
|--|--|

| | |
|--|--|
| | |
|--|--|

| | |
|--|--|
| | |
|--|--|

| | |
|--|---|
| | <p>Motion to adjourn made by Joe, seconded by Denise. Motion passed. Adjourned at 8:20 pm</p> |
|--|---|

| | |
|--|--|
| | |
|--|--|

| Action items | Person responsible | Deadline |
|--------------|--------------------|----------|
| | | |

| | |
|-------------------------|---|
| Observers | Carol Schultes, Rose Behrens, Dan Ford, Mari Schultes & Donna Bauer |
| Resource persons | |
| Special notes | |

| | |
|--|---|
| | Next board meeting: Tuesday, November 4, 2008, 6 p.m., Carroll County Courthouse,, Carroll |
| | |