

June 2019 Meeting Minutes: Typed by Ablavi

Present: Kate Gray, President; Collin Russell, Vice President; Sarah McRoberts, Treasurer, Cina Kozel, Staff Representative; Ablavi Epou; Mark Chapin; Chuck Parsons, General Manager; Amanda Peterson; Cina Kozel; Ablavi Epou

Absent: Rachel Fang, Ayanna James-Lu'Becke, Secretary;

Start time at 6:05pm

May Minutes

Ablavi - Vote
Colin Second
All Approve

List of Members

Mark - Motioned to Approve June list of new members and January to last week..
Retro-approve new members from previously
Cina -- Second
All Approve

Board Policy Monitoring

- C3
 - We are in compliance all though we have no multi year work plan; our strategic plan is similar.
 - Exec Committee think further about multi-year plan

Manager's Report

- [B5 - Treatment of Customer](#)
- Sarah Motioned to accept
- Kate -- Second
- No Discussion --- All Approve!
 - Hired Marketing Coordinator to help with:
 - Social Media
 - Analytics-- to ensure we are targeting the right demographics
 - When it comes to marketing food... black and white doesn't work.
 - Do we want to try digitally sending the newsletter and save \$\$ printing
 - Color has more power
 - Question:
 - How accurate is email list for members?
 - Not great
 - How accurate is member addresses?
 - Not 100% but a lot better
 - Several sevals 1000 -- only 20 came back this time

- Ideas:
 - Get member inputs
- Customer comment Board:
 - Want to take one of the boards specifically for responding to notes
 - Take question to appropriate manager or category manager
 - Any card that is left with a contact information
 - On Website -- want to show that we still do product request
 - Once or twice a year, reach out/ email to customer -- survey to help understand need and get more detailed feedback
 - Survey would only go to members... what about non-member?
 - Offer coupon as a result of participating
 - Note from Chuck: You get better result when survey is anonymous
- Appraisal of Building took place today -- (6/24)
 - Building is in sound condition. No concerns at the moment
 - Safety: We are in good shape but:
 - Low level issues:
 - Example: Sink in Deli had food in it ... that was nullified cause people just washed hand.
 - Wants to make sure food storage is well understood
 - ServeSafe is a certification from the American Health Association
 - Standard is that only one person need to have the certification but:
 - Chuck has one
 - Victoria has one
 - 6 more to get the certificate
 - It lasts for 2 to3 years?
 - Food Safety -- FDA notification on phone and email for when foods get recalled
 - Making sure foods are labelled correctly (awareness of allergy)
 - Everything made in house or brought in will have all ingredients cards up to date.
 - No long term project for the parking lot at this time
 - Wants to make sure construction next door is complete before any major
 - Next Month Campaign -- Promote the reset of the store

Movies in the Park

- In the past, Board usually helps where they can. Not Mandatory, wear your nametag and hang out
- Movie starts at 8:27
- If the board were to help --- what time?
 - Advantage this year, we have an in-house event employee.
 - We won't be there to help

- But come to do “Board” stuff
- Mark idea:
 - Have something to hand out
 - Connect store to the movie in the park
- Kate: One year -- Kate handed out samples of Gelatos
- Question from Kate:
 - Do we have porta potties?
 - Chuck will look into this
- Kate will check in with Rachel about doing a membership thing that night...
- Noise Variance permit from state -- Already done by Chuck. -- as part of Movies in the Park
 - Papa Blue & the Fistbump Congress (July 13 and August 10)

Move to Adjourn Meeting-- Mark

Second -- Kate

Any discussion?

Vote: All approved

End time: 6:52

LLC Meeting

Start time: 6:53

- New Spac
 - **Looking to find someone for the office space upstairs**
 - **550 square feet -- Luther**
 - **\$799 a month**
 - Meeting with Sarah --- about redeeming \$\$ for
 - IRS Audit request -- we have until the 15th of
- Insurance
 - Need appraisal
 - We have 2 different companies -- will need
- Mural on the side of the building
 - [Chroma zone](#) -- mural competition
 - 12 artists chosen to do a project
 - We don't pay anything for the mural
 - The org buys the paint... buy all the materials
 - We feed the workers
 - We have to leave it up for a year
 - We'll have a say in what --
 - Inclusivity Theme
 - Our Building will become part of a city map
- June 29th -- Starky construction start...

Move to Adjourn LLC -- Mark

Second -- Colin
All Approve!