

July 2019 Meeting minutes 8.5.19: Typed by Amanda

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

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

Starting at 6:05pm

June Minutes

Mark - Motion to approve

Kate - Second

All - Approve

List of New Members - July 2019

Mark - Motioned to Approve July list of new members

Colin - Second

All - Approve

Policy Manual review: D3

GM report

- B6: Staff treatment and compensation
 - We are approaching the 3 year point at which the employee policy manual needs to be reviewed by a 3rd party HR professional.
 - Chuck pointed out we have nothing in the handbook for how to file a grievance. Chuck will get something written up to add as an addendum to employee handbook by 8.6.19 and will send this out to the board.
 - Chuck will add a deadbolt to the office door before he goes on vacation, but other than that he feels security is adequate to keep files locked up.
 - Kate - Motion to approve
 - Colin - Second
 - Sarah - Commented the professional development packages are nice, and Colin adds it's great that we are competitive with other stores.

- Budget update:
 - should be done next wednesday and ready to share at next board meeting

- Other Discussion:

- We got administrative access to the website and Rod has been working on it. Work has also been done on the Facebook page.

Personnel, Membership, and Finance Committee updates

- No Updates from any committees

New Business:

- Board Recruitment
 - Sarah's last meeting will be August. Mark and Yaya's term will be ending this fall as well. Kate's term will be ending this year as well but she will step in to finish Sarah's term. Will have 3 open seats to recruit for.
 - We definitely want another attorney on the board. Ablavi, Sarah, and Mark have some potential leads that they will reach out to.
 - We should think about people who would want officer committees. Chuck can reach out to members that seem like they would be a good fit.
 - Kate will reach out to Nexus and St. Anthony park board. Colin will reach out to the list serve. Board members should sign up for at least one shift to do the popcorn machine in the lobby on Saturdays. The unveiling of the new mural would be a great opportunity to recruit, we don't have the date yet but Chuck will keep us updated.
- Board To Do list
 - At the annual meeting this year Chuck will talk about how to increase new membership and gather input from current members on ways to do that.
 - Policy manual update could be tackled at a future retreat.

New Business:

- Movies in the park
 - Was a success. for the next one we won't keep the store open late. Board members encouraged to sign up to attend.

Board Meeting adjourned at 6:53pm

LLC Meeting

Start time: 6:55pm

- Rental space
 - Chuck is going to put up a for rent sign for the space upstairs. Goal is to get that space rented out before winter.
- Building Insurance/assessment

- Were carrying two insurance policies. We gained over \$300,000 in value on the building due to the new assessment. McGuire is going to write one new policy for us. We are a little over 2.02 million in value for the building. Total value with contents is being updated in about 30 days.
- Mark inquired about some work on the steps that had been required at one point and if there was any outstanding issue. Chuck is not sure but can say that the person that did the building assessment was very thorough and did not find anything of concern. Mark will check with Christine to make sure that any issues known previously were taken care of.
- Chuck had a company do an assessment to see if solar power on our building was a possibility. At this point it doesn't seem likely that we will be getting the solar panels previously discussed with the new neighbors. They are advertising solar but have not yet filed for a permit. Solar could be something we do on our own, it could become part of our 5 year plan.

Kate - Motion to adjourn

Chuck - second

Meeting adjourned at 7:02pm