

**Oneota Community Co-op  
Minutes for Regular Board Meeting  
August 26, 2014 5:30 PM  
Basement, 312 W. Water St.**

**Board Members Present:** Steve McCargar, Deneb Woods, Brita Nelson, Anne Dykstra, Alicia Trout arrived at 5:37 p.m. Lora Friest arrived at 5:39 p.m.

**Board Members Absent: Mike Bollinger**

**GM Present:** David Lester

**Co-op Staff :**

**Member/Owners Present:** Jeanine Scheffert (Bd Admin Asst)

***1. Call to Order***

Steve McCargar called the meeting to order at 5:35 p.m.

***2. Board Learning - Procedures Manual***

Summary: Board further studied the Board Procedures Manual. With the help of Trout, McCargar will draft language for Election Procedure section and bring to the September meeting for approval.

***3. Member Comments:***

None

***4. Disposition of Member Comments:***

No member comments

***5. Agenda Review***

**Motion:** Nelson moved and Trout seconded to **Amend Agenda to Delete #7 Approve Executive Session Minutes from June.** Motion **passed** with a vote of 6 aye, 0 nay.

**Motion:** Dykstra moved and Trout seconded to **Approve Amended Agenda.** Motion **passed** with a vote of 6 aye, 0 nay.

***6. Approve Minutes from July***

**Motion:** Dykstra moved and Trout seconded to **Delete last two lines of first paragraph under "Store Happenings" and the entire following paragraph, delete second-to-last paragraph.** Motion **passed** by a vote of 6 aye, 0 nay.

**Motion:** Nelson moved and Woods seconded to **Approve Amended Minutes.** Motion **passed** by a vote of 6 aye, 0 nay.

## ***7. Consent Agenda***

*None*

## ***8. Reports***

### ***8.1 GM Report***

#### **GM Report**

**Financial Snapshot:** We have less cash than last year because of paying off debt. New raises and a higher entry-level wage have caused unloaded labor to rise. Board applauds GM for focusing on entry-level wage increases. It speaks well to the Coop as an organization. We're hoping to beef up marketing and marketing staff to create more sales.

**Community/Outreach/Other Store Happenings:** Patronage dividend checks went out. There was an overwhelmingly positive response.

Staff survey went really well. There was a 95% participation rate and the data was good. The consultant was well-worth the money.

**Physical Store Update:** Classroom remodel is going well. We are paying for it out of pocket as much as we can. We have a line of credit we can use for later projects and are working to clarify terms of another potential loan.

**Marketing/Special Projects:** Local sales went up 2%. A lot of this is produce and it includes more local meat options.

The new classroom opens September 9th. Johanna is coming up with great ideas of how to utilize it. This year Decorah Schools is having a late start every Wednesday and the classroom will be open during this time so parents can drop K-2 students off at the Coop at 7:45 a.m. The walking school bus will take them to school after the class. We are looking into ways to create a sliding fee for these classes to make them more accessible.

### ***8.2 G5 Board Committee Principles***

**Motion:** Woods moved and Nelson seconded to **approve G5 Board Committee Principles.**  
Motion **passed** with a vote of 6 aye, 0 nay.

No discussion

## ***9. Action Items***

*None*

## ***10. New Business- NCF Board Training Opportunity***

The Board has committed to and has a budget for Board Development. Two upcoming Board Training Opportunities were discussed. Steve will look into the cost and board members will check their schedules. If enough people are able to go, these would be enjoyable and educational opportunities.

***11. Next monitoring***

**[Staff Treatment - GM]**  
**[Compensation and Benefits - GM]**

***12. Next meeting: Tuesday, September 30th, 5:30 p.m.***

(This is last Tuesday rather than the fourth Tuesday of September.)

***13. Executive Session - none***

***14. Self-Evaluations***

Nelson sent self-evaluation forms via email. Board members will complete evaluations before next meeting.

Nelson set up a self-evaluation form through Survey Monkey. This enables the board to repeatedly complete the same survey and to export results to software that will enable board to monitor results over time.

***15. Adjourn***

**Motion:** Nelson moves and Dykstra seconds to **Adjourn Meeting**. Motion **passed** with a vote of 6 aye, 0 nay.

Meeting adjourned at 6:54 p.m.