

**Oneota Community Co-op  
Minutes for Regular Board Meeting**

July 28, 2020

6:30 PM

Phelps Park #3

**Board Members Present:** Scott Hawthorn, Hannah Breckbill, Michelle Barness, Bill Iverson

**Board Members Absent:** Detra Dettmann, Andy Sassaman, Scott Timm

**GM Present:** David Lester

**Co-op Staff :** Niki Sanness, Nate Furler

**Member/Owners Present:** Jeanine Scheffert (Board Administrative Assistant)

**1. Call to Order**

Hawthorn called the meeting to order at 6:39 p.m.

**2. Board Learning**

None

**3. Member Comments**

None

**4. Disposition of Member Comments**

None

**5. Agenda Review**

**Motion by Iverson to approve the amended agenda.** Second by Breckbill. All ayes, motion carried.

**6. Minute approval**

**Motion by Iverson to approve May 2020 Board Meeting Minutes, June 2020 Board Meeting Minutes, and June 30, 2020 Executive Session minutes.** Second by Breckbill. All ayes, motion carried.

**7. Consent Agenda**

None

**8. Reports**

**8.1 GM Report**

Lester updated the board about store sales, labor, current revenue per week compared to last year, and projected financial outlook. He also discussed how various store departments are performing financially, labor as a percent of sales, and current customer count trends.

**8.2 L5: Financial Condition Report**

**Motion by Barness to Approve L5 : Financial Condition report.** Second by Breckbill. All ayes, motion carried.

**8.3 D2: Accountability of the GM Report**

The Accountability of the GM Report reviews if any board member transgresses and gives instructions to staff or GM and states that the board will not evaluate, or formally or informally make statements of instruction to staff or GM.

**Motion by Breckbill to approve Accountability of the GM report.** Second by Iverson.  
All ayes, motion carried.

#### **8.4 D3: Delegation to the GM**

**Motion by Iverson to approve D3: Delegation to the GM report.** Second by Breckbill.  
All ayes, motion carried.

#### **8.5 Treasurer's Report**

**Motion by Breckbill to approve Treasurer's Report.** Second by Hawthorn. All ayes,  
motion carried.

### **9. Action Items**

#### **9.1 Review GM Search Documents**

Timm and Hawthorn have met a couple of times and are hitting the approved timeline. A job description will be out in 1-2 weeks.

### **10. New Business**

Board is discussing the possibility of implementing a member volunteer program in which co-op members could volunteer hours with area nonprofits and log these hours as "working member" hours with the co-op.

### **11. Next Meeting**

11. 1 August meeting to be held on Tuesday, August 25 at 6:30 pm at Phelps Park Shelter #5

11.2 Report assignments: G5 Board Committee Principles - Barness

### **12. Executive Session**

None

### **13. Meeting Evaluations**

Done via internet

### **14. Adjourn**

**Motion by Breckbill to adjourn.** Second by Iverson. All ayes, motion carried. Meeting adjourned at 7:24 p.m.