

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

May 24, 2022

5:30 PM

Phelps Park

Board Members Present: Scott Timm, Hannah Breckbill, Bill Iverson, Scott Hawthorn, Bailey Lutz, Aaron Detter

Board Members Absent: Detra Dettmann

GM Present: Nate Furler

Co-op Staff : Niki Sanness

Member/Owners Present: Jeanine Scheffert (Board Administrative Assistant), Steve McCargar

1. Call to Order

Timm called the meeting to order at 5:32 p.m.

2. Board Learning

None

3. Member Comments

Steve McCargar brought forward two concerns. First, he'd like to see a functional member volunteer program implemented. Second, he like to see a study of the proposed structure city council is considering allowing next to the Co-op, where there is currently a free city parking lot.

4. Disposition of Member Comments

The board agreed to look further into both issues brought forward by McCargar.

5. Agenda Approval

Motion by Hawthorn to approve the agenda. Second by Iverson. All ayes, motion carried.

6. Consent Agenda

None

7. Minutes Review and Approval

Motion by Breckbill to approve the April 2022 Executive Session Minutes. Second by Lutz. All ayes, motion carried. **Motion by Breckbill to approve the April 2022 Regular Meeting Minutes.** Second by Lutz. All ayes, motion carried.

8. Policy Monitoring

8.1 D: Board Code of Conduct

Motion by Iverson to approve the D: Board Code of Conduct. Second by Lutz. All ayes, motion carried.

8.2 L: Global Executive Constraint

Furler is reporting compliance in all areas but four. Details are outlined in the report. He found nothing out of the ordinary.

8.3 L5: Financial Report Q1

Furler reports non-compliance in the following areas:

5.1 No decline or stagnation of sales; This has happened. Year over year comparison shows we're down .04% mostly due to overly optimistic budgeting for deli. Although we saw a big increase year-over-year (21.6%), we're still not up to budget.

L2: Operations generate inadequate income; Quarter 1 is negative \$32,000, which is below budget. We always budget for a loss in Q1, but this quarter sales are short according to budget

Furler reports compliance with everything else. Cash is good, ratios are excellent, and we're feeling confident that we are in a good financial spot and things are looking good for Quarter 2.

9. Other Board Business

9.1 GM Report

Furler reported sales are looking good through April, although slightly below budget. Labor is looking great. Our biggest issue regarding inventory and inflation is shortages, but we are doing a good job forecasting and purchasing ahead when possible. Total expenditure for fixing the water street water line was about \$15,000, but it did give us an opportunity to install a trench drain exactly where we needed it. Furler's attendance at the NCG spring meeting in San Diego was a successful opportunity to meet other GMs and facilitate important knowledge sharing and discussion. City of Decorah is installing an electric vehicle charger behind the co-op, which will be a great asset. Have hired many temporary staff to help out during this current labor shortage. Some work as few as a half-shift per week, but it has been very helpful. We are starting an NCG direct mail campaign which will give us good data about our members and customers.

9.2 June 12 Board retreat (time, place, preparation)

Board will have a retreat at Yellow River Forest from 10am-4pm on Sunday, June 12.

10. New Business

10.1 Proposed Apartments in Parking Lot

There is a development proposed to go up in the area that is now a free public parking area next to the Co-op. Board discussed potential pros, cons, questions, concerns, and ideas regarding this possibility. Dettler will reach out to the developer and to the city council to be part of these discussions. Board may reach out to other neighboring businesses to bring them to the table as well and may consider doing a full risk assessment. This will be an agenda item in the next few Co-op board meetings.

10.2 Summer Outdoor Member/Owner and Staff Gathering

Committee of Lutz, Iverson, and Breckbill was formed to re-engage the discussion of having a staff, board, and member-owner gathering this summer. Committee will have an update for Board before the June 12 retreat.

11. June Meeting - June 21, 6:30 pm location to be determined

11.1 Policy Monitoring

- D1: Unity of Control - Breckbill
- G1: Governing Style - Detter
- L1: Customer Treatment - GM
- L4: Membership - GM
- L10: Board Logistical Support - GM
- E1: Ends - GM

11. Executive Session

Motion by Breckbill to move into Executive Session. Second by Iverson. All ayes, motion carried.

12. Board Mtg. Self Evaluation

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13. Adjourn

Motion by Lutz to adjourn meeting. Second by Hawthorn. All ayes, motion carried.
Meeting adjourned at 8:25 pm.