Oneota Community Co-op
Minutes for Regular Board Meeting
Tuesday, June 23, 2026, 6:00 pm, Co-op Classroom

Board Members Present: Brennan Allsworth, Hannah Breckbill, Erin Shaw, Steph Hughes, Piper Wood, Flannery Cerbin-Bohach, Amy Grinna
Board Members Absent: None
GM Present : Nate Furler
Co-op Staff Present : Theresa Kleve
Administrative Assistant Present: Alison Blake
Member/Owners Present: None

Call to Order
Wood called the meeting to order at 6:01 pm.

Member Comment
None

Agenda Review
The board reviewed the proposed agenda. G1: Governing Style was removed from the Consent Agenda for separate discussion.
Allsworth moved to approve the amended agenda, Cerbin-Bohach seconded. All ayes, motion carried.
Hughes moved to accept the consent agenda, Allsworth second, all ayes, motion carried.

Policy Monitoring
G1 - Governing Style
G1.4.1 "Each month, the board will review the policy according to the board calendar. This includes the review of the policy of the month preceding the current meeting".

Wood indicated we are likely no longer in compliance as we have shifted to having a consent agenda. Edit to strike the last sentence.
Breckbill motioned to be in-compliance with the majority except for G1.4.1 reporting non-compliance. Shaw seconded. All ayes, motion carried.

Each month, the board will review the ~~policy~~ *policies* according to the board calendar. ~~This includes the review of the policy of the month preceding the current meeting~~
Breckbill motioned to make that edit, Allsworth second. All ayes, motion carried.

Oneota Co-op POS Transition
IT Manager Theresa Kleve provided an update on the transition to the ECRS point-of-sale system. Database construction is largely complete, including tax, tender, discount, department, product, member, employee, and gift card databases. The Gateway Catalog database, which enables direct ordering through the POS system and streamlines invoice and pricing imports, is

a new feature that they look forward to using. New gift cards will include enhanced security features and online usability. Decorah Electric has completed re-cabling and re-labeling of infrastructure and will be on standby during the transition week.

The transition timeline is as follows: the week of June 21 is focused on finalizing custom register buttons, auto-scale menus, and the launch week schedule. The week of June 28 will include a final database pull and a go-live planning meeting. On Monday, July 6, the NCG project manager will arrive on-site to assist with hardware staging and setup. On July 7, the first register will go live, with subsequent registers to follow based on readiness. The Retail Biz Technology Director will be on-site Thursday and Friday of launch week to support back-end training.

NCG has already supported eight to nine other cooperatives through this transition. Key managers have completed training, and front-end staff training will begin this week. Front-end staff have expressed enthusiasm for the change. A 90-page standard operating procedure document and screen setup examples from peer cooperatives are available as resources.

Post-launch, a Webcart platform will replace the current Shopify storefront, with direct synchronization to the Co-op's database. The transition also supports the shift to NCG's common chart of accounts, which will streamline financial reporting and integration with vendors. As one of the first medium-sized cooperatives in this cohort, the Co-op will be positioned at the forefront of related NCG updates.

Member Linkage Committee Updates
Coop Potluck organizing is the biggest thing that the committee has been working on. South Bear School potluck had a good showing and the pottery and print-making programs attended. Hosts of the potluck have received a discount in the month following.
July's potluck will be at Erin Shaw's home.

Board Development Committee Updates
Great training and potluck led and researched by Grinna. Continuing working on deep dives with a few laid out for the remainder of the year. There will be another training for executive leadership in August or September. Start thinking about the election cycle with possible candidates.
Politics in the coop committee has had one meeting and they are doing some thinking. There are 4 member-owners on the committee in addition to Breckbill.
CCMA recordings were received today. Google spreadsheets to share with shared notes so that people can use those resources. Some of the recordings would be good for co-op leadership to watch in regards to merchandising.

GM Report
Furler reported that through May 2026, sales were -3.45% compared to budget. The Co-op budgets for a minimum of 3% growth in alignment with NCG targets. The Board discussed what sales performance would need to look like for the remainder of the year to approach the target,

and noted the value of the department-level breakdowns for identifying where goals are being met, exceeded, or missed.

Despite the sales environment, the Co-op continues to manage labor well. Labor as a percentage of sales remains below budget, and sales per labor hour is favorable compared to budget. Both these items are positive indicators of operational efficiency. The sales shortfall in the Fresh sub-departments is partly attributable to the absence of a full-time Fresh Manager for the first third of the year.

Furler noted that the current period is an opportune time for the POS transition, as high sales volume would have made the migration more difficult. The new system is expected to be a meaningful morale boost and a positive step forward for the organization. The Board discussed the value of year-over-year monthly sales comparisons for better understanding trends, and considered whether department-level goals should be adjusted for the remainder of the year to reflect current realities while remaining meaningful.

Wrap Up
The next meeting is July 28 at 6pm.

Grinna moved to adjourn. Hughes seconded. All ayes, motion carried. The meeting adjourned at 7:53 pm.