

**Oneota Community Food Co-op
2020 Annual Meeting
Thursday, April 14, 2020**

Board Members Present:

Scott Timm, Detra Dettmann, Bill Iverson, Scott Hawthorn, Andy Sassaman, Michelle Barness.

Staff Present:

David Lester, Nate Furler, Kristen Evenrud, Niki Sannes

Member Owners Present: 15 (excluding staff and board)

Agenda

1. Call to Order

Board President Scott Timm thanked everyone for coming, and presented an overview regarding how to access documents related to the meeting and how the meeting would be run since it is being held virtually. Additionally he acknowledged that hosting this virtually may have prevented some members from attending, but the meeting is being recorded and will be posted for viewing afterward. After these opening remarks President Timm called the meeting to order at 6:38pm.

2. Approval of Last Year's Annual Meeting Minutes

Minutes were presented for the membership to review. Motion by Lyle Luzum to approve the 2019 Annual Meeting Minutes. Second by Scott Hawthorn. Lyle Luzum commented it was nice that the online ordering had gotten implemented. All ayes, motion carried.

3. Bylaw Amendment Notification

President Timm presented the bylaw amendment to VII, 7.1 to include "meeting electronically", passed unanimously by the Board of Director on 3/31/2020: "In case of natural disaster, inclement weather or pandemic, the Board of Directors may meet electronically or by telephone in order to conduct regular business." Additionally, there is nothing in the bylaws preventing us from hosting the Annual Meeting virtually, so it was decided to proceed with a virtual meeting this year.

4. GM Report

GM David Lester presented his report with highlights including:

- As the pandemic set in, the first quarter sales were strong and record-breaking sales were on pace leading up to March 16
- An Emergency Response Team (ERT) was formulated to create a response to the pandemic to keep customers and staff safe
- On March 13 it was decided to create an online store. It was launched on

March 19.

- On March 17 Iowa Governor closed many bars, restaurants and non-essential businesses
- The ERT decided to close the store and had to layoff some personnel
- While the store was closed there was a loss in sales
- Decorah Bank and Trust assisted staff in applying for and securing a Payroll Protection Program forgivable loan
- Timeline to normal is reopen store May 3 Mon -Fri only
- Fewer customer allowed in the store, fewer staff working in the store to allow for 6 foot spacing
- May 18 is target date for getting back to normal business hours
- The main concern has always been to keep the staff safe so they may continue to provide groceries to our customers
- Kristen Underwood organized lunches and cash donations to help provide lunches to the staff
- Members were called to load up their declining balances adding \$35,000 to their accounts
- By this time next year, David will no longer be GM as his partner seeks her first call in an ELCA congregation
- In conclusion has reminded the staff they are all giving all that we can, and it is enough
- Lastly, the support received from the membership has been tremendous

5. Financial Report (Niki Sanness and David Lester) Highlights included:

- Lester stated 2019 was not a strong year financially given the Fareway remodel following the Co-op Remodel
- Systems and training were put into place in late 2019 to prepare staff to work in the new space
- Early 2020 was going strong until the pandemic, though the deli had been struggling so changes were being implemented
- Will be a challenge to know how the deli can best operate coming out of the pandemic and know what customers are comfortable with
- 2019 ended with loss of net income due to the remodel and cost of goods - changes were implemented
- Sanness noted on the Balance Sheet all of the current assets are moving in the right direction
- Fixed assets are up due to the remodel
- Accounts payable related to Cost of Goods are moving in the opposite direction of what is desired
- Member shares are up due to new member payments

6. Board of Director's Report (Scott Timm, Board President) Scott Timm highlighted the following items in his remarks:

- Member Loan Campaign was very successful raising \$600,000 to complete the store renovation.
- Detra Dettmann was appointed as Board Director to fill the vacancy created by the departure of Aimee Viniard-Weiderman
- In fall the Board began to review the Strategic Ends in preparation for Strategic Planning and upcoming GM search.
- The draft re-worded Ends were presented for comment.
- The timeline and process for the GM Search was presented. The search will begin this summer and culminate with a transition to a new GM in early 2021.

7. Election Report (Scott Timm)

Total vote count was 606, which is 19.5% of 3,101 eligible electors. Vast majority of votes were cast online. Very strong slate of candidates including Scott Hawthorn, Hannah Breckbill, Aaron Detter, and Lori Egan for two available positions. Hannah Breckbill will be joining the Board and Scott Hawthorn was re-elected.

8. Old Business

There was no old business.

9. New Business

How can members help? GM David Lester listed several ways members can help during this challenging time:

- Shop with us often
- Put money on your declining balance
- If you have an outstanding balance on your membership payment, try to pay off the balance, if possible
- Donate money to our lunch fund for staff while our Deli is closed
- Send the Co-op staff emails and cards of support and appreciation either to customerservice@oneotacoop.com or to the store itself
- Stay home and practice social distancing. Honor the sacrifices Co-op staff are making by doing your part to flatten the curve.
- Take out additional memberships for family members. Increase your investment in the Oneota Co-op.

10. Adjourn

Motion by Michelle Barness to adjourn. Second by Bill Carlisle. All ayes, motion carried. Meeting adjourned at 7:45pm.