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**Sugar Beet Board Meeting Minutes - February 28, 2023**

**Attendees:**

Board Members Present: Linda Chandler, Beth Dougherty, Bill Gee, Gail Holmberg, Johnny Mathias, Peter Nolan, Diane Norris, Lori Vierow, and Chuck Wolf

Board Members Absent: Cassie Janis

General Manager: Jim Doyle

Public Guest: Amina Jackson

**Meeting called to order: 7:07 PM**

1. GM Report - Jim reviewed the GM Report

* Sales and Profit
	+ Sales dipped in December
	+ Baskets down, but store traffic up
	+ Deli/Café performance is strong
	+ Overall gross profit was flat to prior year
	+ Still facing inflation pressures with many price increase from our vendors
	+ Our store is performing similar to other NCG coops – January trend
* Operating Expenses
	+ Ensuring our prices adjust when our costs change - Staff is uploading the “bid file” quicker and entering the new costs into Sugar Beet’s system. Local vendors do not have a bid file, all entered manually. Staff is working on a system to address this. Jim has asked Central Midwest Co-op managers for collaboration and best practices.
	+ Jim is working with Managers on labor planning, to appropriately pull back on hours at slower times.
	+ Jim is looking into ComEd-supported upgrades, which could result in less energy usage and cost savings
* Store Initiatives
	+ Wellness Wednesdays is returning, beginning April 1st. It will be the first Wednesday of the month. Patricia is excited to lead the charge for Wellness, and she will be in-store for Wellness Wednesdays.
	+ Store window designs- The new design is approved internally. Jim and Lissa are getting bids for installation and planning to bring this for Oak Park Village approval.
	+ Focusing on Earth Day for the month of April.
		- Big push on (1) Bulk), (2)Highlighting items with sustainable packaging, and (3) Local vendors
		- Idea - Include our top bulk purchasers being in a video to promote bulk buying and how-to’s
* Lease discussion
	+ Our lease is up at the end of 2023, but we have an option to renew.
	+ Jim is in discussion with our landlord and Jim and Peter will devise a plan and send to the Board to review/approve. Jim researching
* Board Comments
	+ Beth suggested we add notes about bulk ordering and remind Owners that they 20% on case orders
	+ Gail inquired about a second seed swap. Jim to check into this

2. Board Elections

* We are now accepting applications, thru March 20th. Info is on our wesbite
* Peter asked for current Board members to share on social media, etc.

3. 2022 Annual Meeting – Saturday, April 29

* Formed our Annual Meeting Committee: Peter, Johnny, Linda and Lori
* Board discussed ideas for mating this a fun event
	+ Discussed venues, including Exit Strategy and One Lake
	+ Live music, games, ice-breakers

4. Board Support for the Coop

* Peter asked the Board what can Board members do to support the co-op, community outreach
* Johnny discussed going door to door to reach out
* Discussed distributing coupons to owners for them to share with friends/family members that are not members

5. Other

* Marcus, Grocery Manager, reported the patrons are getting used to the new layout, less frustration

**Meeting adjourned at 9:21 PM**