

**SUGAR BEET FOOD STORE COOPERATIVE**

**BOARD OF DIRECTORS MEETING AGENDA**

**TUESDAY, March 21, 2017, 7-9pm**

**LOCATION: Main Library, Oak Park**

Board of Directors: Daniel Becker, Ryan Bradley, Monica Chadha, Chris Dowsett, Bill Gee, Brian Hammersley, Judy Klem, Greg Marsey, Peter Nolan, Rachel Poretsky, Maureen Spain

GM: Chris Roland

**AGENDA**

* **PUBLIC COMMENT**

Sharon – think about changing the coding system for coupons (because some might mistake the date for an expiration date).

* **ITEMS FOR APPROVAL** 
  1. Meeting Minutes from 2/28/17 meeting; Bill motions to approve; Chris seconds; minutes approved.
* **GENERAL MANAGER’S REPORT (CHRIS)**
  1. Sales Results – record week last week ($74k), $3000 of that is catering (not normal), Chris wants to continue to expand catering, we haven't turned down an order yet
  2. Redoing deli and produce signs in process
  3. Owner drive is happening in April ($25 gift card, free tote bag, enter into a raffle to win local businesses); will need board members to man the table at the store
  4. Natural Awakenings – we have an ad in current issue, there will also be a profile about us next month
  5. Earth Day – any owner who helps with Des Plaines River clean-up will get a tote bag; we are donating 5% of sales on Earth Day to a local non-profit, Chris and Lissa are finalizing details
  6. Parenthesis Kitchen Walk – we are doing a house on the Kitchen Walk again this year
  7. Marketing ROI – Ryan will take a stab at organizing coupons to measure marketing effect
  8. Up and Coming Co-op Conference – Chris and Peter presented a Lessons Learned presentation that went through the Sugar Beet's life thus far
  9. NCGA – we will apply in June, they are only taking two new co-ops each time
* **EXTERIOR SIGN (BRIAN)**
  1. Greg has everything he needs for permitting, we are going to apply for a variance
  2. Two quotes for construction – one for about $7200, one for about $10k, not sure if we need structural engineer
  3. When it's ready will hinge on how long the permitting processing takes
  4. Total cost will be between $15-18k
* **BOARD ELECTION UPDATE (PETER)**
  1. Applications are closed, we got four (maybe five) good candidates
  2. Non-owners are allowed to attend annual meeting, but won't be able to vote
  3. We need to be more stringent with the voting process this year
  4. Chris will make election display for in-store
* **ANNUAL MEETING PLANNING (CHRIS)**
  1. Sunday the 30th, 3-4:30; will have vendor support for food and drink
  2. Peter will start presentation; will reach out to board members to help with annual report, Peter will give guidance on how to talk about store result
  3. Ryan will put together a heat map of 2016
* **CLOSING** 
  1. Review Action Items and assign roles as needed
  2. Confirm dates for next Board meetings (7pm, at Oak Park Main Library)
     1. Sunday, April 30th (annual meeting)
  3. Adjourned at 7:59; Ryan makes motion, Rachel seconds