

Hudson Grocery Cooperative
Board Meeting Agenda
October 11, 2016
701 Second Street, Hudson, WI

Board Learning Session 6:30 - 7:00

Annual meeting discussion and planning

1. Call to Order: 7:12 p.m.
 - a. Directors Present:
Atkins, Meurett, Kirkpatrick, Bradham, Peters, Nelson-Heil, Zempel
2. Approval of Minutes
Nelson-Heil motion to approve minutes; Meurett second motion to approve
3. Approval of Agenda
Bradham motion to approve minutes; Nelson-Heil second motion to approve
4. Owner forum. Opportunity for Owners to make the Board aware of topics/issues/opportunities.
None
5. Board Reports
 - a. President's Report
Last board meeting for Kirkpatrick. Thank you! He plans on continuing to volunteer for the coop. He appreciates the marketing plan recently put forward. The annual meeting is the final meeting for those serving their full term.
 - b. Vice President's Report
Verified structure of December's board meeting since Kirkpatrick will be the outgoing president.
 - c. Treasurer's Report
Approximately \$11,000
 - d. Secretary's Report - *None*
 - e. Other Director's Report - *None*
6. Old Business
 - a. Stock buy-back policy DK
 - i. Each year on June 30th, the end of the fiscal year, the Co-op will determine the current total capital and divide this amount by the current number of owners. The resulting dollar amount becomes the current established equity dollar amount number to be returned to an owner upon

the surrender or the buy back of shares. This number will be used for the entire fiscal year.

Atkins motion to approve policy; Nelson-Heil second motion to approve policy. A letter, to be approved by our CPA, will be sent out to owners explaining the approved policy on stock buyback.

- b. Committee goal setting for 2017 - Move to committee reports DK

7. Committee Reports

- a. Fundraising & Finance - Currently non-standing
b. Ownership & Volunteers

Atkins & Bradham will get a comprehensive list of volunteers and their volunteer hours for annual meeting. 3rd Monday of every month the owner database will be uploaded to G drive.

Goals & Budget:

- *Document planning procedure for annual meeting & post meeting process*
- *Initiate volunteer training pack & hold volunteer party*
- *\$400 for annual meeting*

Zempel motion to approve new owners; Nelson-Heil second motion to approve new owners

- c. Marketing & Communications

Goals & Budget:

- *Consistent branding & messaging*
- *Monthly event*
- *Foster community awareness*
- *Film screening: Seed : the Untold Story (January 2017)*
- *Hot Air Affair*
- *Spring Showcase*
- *Ciranda Garden Fair*
- *Mutt Wash*
- *4 other undetermined events*
- *\$150 film screening giveaways*
- *\$1225 for 5 events*
- *\$100 for t-shirts*
- *\$485 brochures (5,000)*
- *\$200 (\$5-20 per event Facebook boosting)*
- *\$186 postcards (500 of 3 different ones)*

- d. Steering

Goals & Budget:

- *Board assessment and improvement process*
- *Research opening online or coop buyers club*
- *Focus on board education*

- \$294 Chamber fees
- \$150 per board member education
- \$600 per board member for Up and Coming Conference x 2 = \$1200
- \$50 per board member for assessment tool
- \$200 for board retreats/education

e. Vendor Relations - Currently non-standing

Bradham motion to approve goals and budget ; Atkins second motion to approve goals and budget.

8. New Business - *None*

Move to closed session

per paragraph 30 (c) of HGC Bylaws in order to discuss confidential matters such as: labor relations or personnel issues; negotiation of a contract; discussion of strategic goals or business plans, the disclosure of which would adversely impact the Cooperative's position in the marketplace; and/or discussion of a matter that may, by law, be considered confidential.

Reconvene to open session

9. Other Business

- a. Director search. One potential board director expressed interest in attending information session. Information session on October 18 @ 6:30 pm at public library.
- b. Next meeting: Wednesday, November 16th, 2016

10. Adjournment

*Atkins motion to adjourn meeting; Meurett second motion to adjourn.
8:12 pm*