

## Natural Alternative Food Cooperative Board Meeting Minutes March 28, 2017

Stephanie Lundeen called the meeting to order at 6:35.

Present: Stephanie Lundeen, Lisa Doerr, Jason Montgomery-Riess, Steve Clark, outgoing Board member Kristopher Schmid; Staff: Nico SanFilippo. Absent: Jeff Peterson

Sean Kinney was introduced and discussed the intention of coop members Mark and Nancy Buley to invest \$30,000 for a commercial kitchen to be developed, owned and managed by the Natural Alternative. In addition to providing information to the new Board on Buley's intentions, Kinney also was seeking support for the development of a match grant to be submitted to the Wisconsin Department of Agriculture, Trade and Consumer Protection (DATCP) on behalf of Natural Alternative for up to \$50,000 to be used for the marketing and distribution of goods and/or services associated with the commercial kitchen. Kinney explained that the grant could not be used for capital expenses but could be used for hiring a manager for the commercial kitchen and along with the \$30,000 provided by the Buleys, in kind contributions could count as match to leverage maximum state dollars for this project. The Coop would have through 2018 to complete the project. Kinney said that generally the DATCP makes between 10-15 grants a year averaging \$25,000 to \$35,000.

Clark moved, Montgomery-Riess seconded a ***motion to have one or more Board members work with Sean to develop a draft proposal that can be viewed by all Board members by April 5<sup>th</sup> with two days to vote (via email) on whether or not to move forward with grant development and submittal.***

Stephanie Lundeen agreed to serve as Board liaison on the grant development process with Sean Kinney.

**Election of new officers:** The following slate of new officers was by unanimous vote

President – Lisa Doerr

Vice President – Stephanie Lundeen

Treasurer – Jeff Peterson

Secretary – Steve Clark

**February 15, 2017 Minutes were approved** (Stephanie moved, Jason seconded)

**Financial Report:** Outgoing treasurer Kris Schmid shared insights into 2016 year end report showing decline in sales and net revenues, as well as year to date information. It was noted that January and February sales are always low but March was seeing a sizable boost (\$29,000 in first 24 days)

but offset by high labor costs. Also discussed was average # of sales per day (45) and how this was lower in January and February. Financial report was moved for approval by Montgomery-Riess and seconded by Lundeen with approval by all.

**General Manager's Report:** SanFilippo provided the following key points to the Board:

Work has been on-going in changing margins; freezer ballast and defrost mechanism malfunctioned and are getting fixed, no loss of frozen food however as it was caught right away; one new member joined in February; Doerr asked and SanFilippo agreed to provide a recommended list of "equipment needs" before her last day for the Board to review. All present thanked SanFilippo for her work with the Coop and wished her well in her new endeavors in Minneapolis.

**Closed Session**

Staff and visitors left the meeting as the new Board went into closed session to discuss personnel matters.

Board Meeting Adjourned 8:45 pm

Minutes Submitted by Steve Clark