

Natural Alternative Food Cooperative Board Meeting Minutes via Zoom Conference Call

August 17, 2020

Jeff Peterson called the meeting to order at 6:33 PM.

Present: Board members Jeff Peterson, Lisa Doerr, Zach Mattson, Wendy Peterson, Sarah Cook, and manager Raya Capuzzi

Cook made a motion to approve the August agenda, Mattson to second, all in favor.

Doerr made a motion to approve June 8, 2020 minutes, W. Peterson to second, all in favor.

Financial Report

July 2020

Overview

Net Sales for July rose 15.5% over 2019 to \$48,628. With 22 sales days

instead of 26 in 2019, Daily Average Sales were up 36% to \$2,188.

Growth continued in Grocery (28%), Frozen (20%), Refrigerated (50%) and Meat/Fish (13%). Growth is slower than it was from April through June, especially in meat where we are facing trouble getting inventory. Alcohol sales remain strong with a 71% increase over 2019 due in part to a new line of wines from Bonterra. Four departments saw negative growth Produce (-3.5%), Dairy (-5.8%), Health & Beauty (-11%) and Supplements (-9%).

Basket Size was up over 2019 by 39% to \$36.89. The average number of daily sales was up slightly to 63.8.

Donations to Ruby's Kitchen food shelf were \$395. Rental Income was down to \$485 as Office 1 is not rented.

Gross Profit on Grocery Sales was very strong at 41%, or \$20,885. This is due to the low cost of goods sold after a very large inventory increase in June when many items that were hard to get during the spring started to come in. Gross Profit for the year is right on target at 31%

As planned, Payroll Expenses were 25% of Net Sales because July had three payrolls instead of two and we paid \$542 in a \$2 per hour bonus for all staff. Total Payroll Expenses for the year are \$60,499 right on target at 19.8% of Net Sales.

Net Ordinary Income for July was \$4,422. After Depreciation and Other Income, Net Income was \$3,901 up from \$34 in 2019. Net Income through July is \$1,807 down slightly from \$2,016 in 2019.

Our Balance Sheet remains strong with all Accounts Payable current.

Year to Date Profit/Loss (YTD)

Net Sales 2020 YTD: \$305,001

Net Income 2020 YTD: \$1,807

Net Sales 2019 YTD: \$263,093

Net Income 2019 YTD: \$2,016

Increase: \$41,908 or 15.93%

Decrease: \$209 or 10.7%

Mattson made a motion to approve July 2020 financials. Cook seconded, all in favor.

Manager Report

Staff is doing an amazing job working together and rising above any complications that comes their way!

Staffing

Need 2 more people over 21.

Steph Jones is on an indefinite leave of absence. The young employees will be returning to school soon. I have one person interested to interview at the end of August. Looking for another lovely individual to shine in our Co-op! Spread the word!!

Grab n Go

Taking off quite nicely. Our sandwiches are starting to sell out before due date and we introduced some salads that are going well. Farm Table has become very steady and is still coming up with fun things to introduce to our Grab N Go. Overall, going well.

Sales

June 2020- Avg \$2,004/day. Up 9% from last year. We used 38.22 less hours in 2020 than 2019.

July 2020- Avg. \$2191.15/day. Up 12% from 2019. We used 32.22 less hours in 2020 than 2019.

Suppliers - UNFI still out of about 30% to 50% of ordered items. But they are coming in more quickly than before so out of stocks typically don't last long.

Operations

- Seals on cooler doors need to be replaced. Will be contacting Benedicts to get this repair done. *Completed*
- Ron tinkered with the toilet and it seems to be operating smoothly again. *Completed*
- Ron and Lisa are looking into replacing the faucet on the 3 sink tub as it is too long for the middle sink. *Pending*
- No current big projects on the list so we should be simply maintaining in August. Fingers crossed!

- Looking into other temp probes. I like our freezer probe but I am the only one I can program to get alerts so I want to find one that has more options than that.
- I do like our camera. We have one. It does a good job overlooking the storefront and the front door. Do we want any for the back-entrance area?
- Currently allowing reusable bags and containers. Based on scientific evidence that this virus is airborne and has not yet transmitted via touch surfaces. We have these journals available at the store for anyone interested in the information.

Curbside Shopping by Appointment

Averaging \$450-\$500/month. I anticipate an increase if Luck sees any of the increased Covid activity that many of the surrounding area has seen.

Discussion

Volunteers – Could use a couple of volunteers to help unload the truck now that staff changes are happening with school starting.

Annual Meeting – We will not be having an annual meeting in 2020.

Natural Alternative Policies – The Co-op has an employee manual, loft manual, and a store manual in place. There are a few areas that need to be addressed in the store manual such as holidays and closings, weather related closings, etc. This will take time and will be addressed a little at a time.

Round Up – September/October – Operation Help for the Frederic and Luck schools
November/December – CRA

Classes – Wendy may do some virtual classes through Luck Community Ed and is looking for some DIY supplies whereas the Natural Alternative could be incorporated into these classes.

Facebook Presence - Looking to be a little more present of facebook. Weekly posts featuring our bright produce, smiling faces, or happy customers.

Board Meeting – September 14, 2020 at 6:30

Adjournment – J. Peterson moved to adjourn meeting at 7:30 PM.

Minutes submitted by Sarah Cook