

Natural Alternative Food Cooperative Board Meeting Minutes

via Google Meet Conference Call

February 14, 2022

Jeff Peterson called the meeting to order at 7:06 PM.

Present: Board members Jeff Peterson, Lisa Doerr, Zach Mattson, Amy Free, Sarah Cook, store manager Kyle Wondrasch, members Mark and Nancy Buley.

Mattson made a motion to approve the February agenda, Doerr to second, all in favor.

Doerr made a motion to approve January 2022 minutes, Free to second. Minutes approved by unanimous voice vote.

Cooked 2 Serve - Mark Buley discussed details of the Cooked 2 Serve project which is now delivering ready to heat and eat food in partnership with the Frederic and Luck Schools and the Community Referral Agency Resource. The Co-op, Farm Table and Cafe Wren are making the food with a high percentage of locally grown food. Mark suggested several ways the Co-op could help, such as making more soup, raising donations or signing up people to subscribe to soup shares. He could bring deli products from Farm Table every two weeks for resale. Nancy encouraged the Co-op to keep working on building the Grab & Grow and make more soup.

January 2022 Financial Report

Overview

Net Sales of \$35,561 were down \$2,290, or 6%, over 2021.

Half of that came out of Grocery, our biggest department, with a drop of \$1,150. Bulk (-\$572) and Alcohol (-\$459) also took big hits. Deli dropped 86% as staff focused on preparing food for Cooked 2 Serve. Meat bucked the trend, rising 32%!

Rent brought in \$700. Donations for Ruby's Kitchen were \$227.

Gross Profit on Grocery Sales was solid at 39% or \$14,743. Payroll Expenses before the Covid-19 bonus were 22%, exceeding our payroll goal of 20% by \$638. With the bonus, payroll ran 25% of Grocery Sales. Total Covid-19 bonuses for March 2020 through January 2022 are \$11,132.

Net Ordinary Income for January was \$1,618. After Depreciation and Other Income, Net Income was \$542, up from -\$912 in 2021. While it is small, this is our first positive Net Income since October.

Cash flow was tight in January as large invoices from December purchases came due. Covid-19 bonuses also added to the squeeze. However, our Balance Sheet remains strong with all Accounts Payable current.

Year to Date Profit/Loss (YTD)

Net Sales 2022 YTD: \$35,561
Net Sales 2021 YTD: \$37,719
Decrease: \$2,290 or 6%

Net Income 2022 YTD: \$542
Net Income 2021 YTD: -\$942
Increase: \$1,454

Bank Account Signers Resolution

A motion was made by Mattson and seconded by Free to authorize:

Addition of Kyle Wondrasch to be a check signer and full on-line viewer of Frandsen Bank Account #XX533, Savings Account #XX0034 and Mortgage Account #XXX50.

Resolution was passed with all board members present voting affirmative.

Manager Report

Kyle reviewed staffing, operations and sales. He presented an in-depth analysis of target and achieved margins by department. Kyle also described the new lights and a re-set in produce as well as beginning plans to improve merchandising for the meat department. Plans are moving forward for a customer appreciation day in March with a focus on bulk. Mattson suggested additional marketing on the bulk department. Doerr pointed out that the Co-op's meat department is unique in the area and should also be a focus of marketing.

2022 Budget

A motion was made by Mattson and seconded by Peterson to approve the 2022 budget as presented. All in favor.

2022 Annual Meeting Agenda

The 2022 annual meeting will take place via Google Meet. The annual meeting agenda to include the financial report, manager's report, president's report, and a summary of the recent survey results. The presentation will include a google slide show for a visual and means to follow along.

Covid Updates

A motion was made by Peterson to amend the mask policy from masks required to from now until the indefinite future, masks are recommended and that KN95 or N95 masks will be made available to staff that wish for extra protection. Mattson to second, all in favor.

A motion was made by Doerr to taper bonus pay to \$1/hr for the current and following pay period and thereafter bonus pay to terminate. Free to second, all in favor.

Annual Meeting (in place of regular monthly meeting) – March 22, 2022 at 7:00pm

Board Meeting – April 11, 2022 at 7:00pm

Adjournment – Peterson moved to adjourn meeting at 8:43 pm

Draft minutes submitted by Lisa Doerr and Sarah Cook