

Natural Alternative Food Cooperative Board

DRAFT Meeting Minutes

May 10, 2021

Jeff Peterson called the meeting to order at 6:39 PM. Present via Google: Jeff Peterson, Lisa Doerr, Amy Free, Zach Mattson, Mike Noreen. Absent: Sarah Cook, Jason Montgomery-Reis. Guest: Kyle Wondrasch

Mattson made a motion to approve April 2021 agenda, Noreen seconded, all in favor.

Doerr made a motion to approve April 2021 minutes, Noreen seconded, all in favor.

Financial Report April 2021

Net Sales were down 17% over April 2020 at \$36,264. As we saw in March, this reflects the large sales boom experienced during the early days of the Covid-19 pandemic. January through April sales were very flat over 2019 at \$143,227 down just \$60!

Most departments were down in April over 2020, except for Gifts and Special Orders which were extremely disrupted during the pandemic. Round up donations for the store awning were \$186.

Gross Profit on Grocery Sales rebounded from March to 39% or \$14,520. This helps bring our Gross profit for the year to 26.5%, still short \$5,083 of our 30% goal.

Payroll Expenses were 16.3% of sales or \$4,738, again beating our 20% goal. Year to date we have beaten our employment goal by \$5,182. However, like most businesses, we continue to look hire. Rent brought in \$1,035.

Net Ordinary Income for April was \$7,164. After Depreciation and Other Income, Net Income was \$6,238. This brings us to a Net Income for the year of \$192. However, our 2020 Payroll Protection Program (PPP) grant of \$16,200 was forgiven in February and taken as non-taxable income. This brings our paper income to \$16,392.

Our Balance Sheet improved considerably, with \$5,000 in Member Loans and the PPP grant removed from Liabilities. This moves our debt ratio to very healthy territory.

Year to Date Profit/Loss (YTD)

Net Sales 2021 YTD: \$143,227
Net Sales 2020 YTD: \$170,824
Decrease: \$27,597 or -16%

Net Income 2021 YTD: \$16,392
Net Income 2020 YTD: \$5,842
Increase: \$10,550

Kyle Wondrasch spoke with the board about opportunities for future development of a commissary kitchen, wholesale and retail production. He has many years of management experience in food production.

Covid-19 Policy - Mask requirement will remain in effect for now and the board will continue to make policy.

Doerr made a motion to offer:

- 1.) \$100 incentive bonus for fully vaccinated staff implemented for future or retroactively;
- 2.) Paid time off for full time staff needing time off to receive the vaccination;
- 3.) Sick leave as needed for after-effects of the shot.

Noreen seconded, all in favor.

Manager Report

April Hours: 2021: 326.07 2020: 440.14 2019: 527.67

*Compared finances to 2019 because it is more realistic than Pandemic 2020.

Looking For: One PT Store Keeper to help fill in the blanks. 15-25 hours depending on our need and their need. Have had it posted for ~2 months. 3 applicants so far.

Online Presence: Shopify let me down! I could not get a hold of their support staff to help rectify the situation so I have cut my losses and started working with WIX. This is a free service that has upgrades it offers but so far...free. And better support than Shopify as they have already contacted me and emailed me to make sure everything is going smoothly.

Deli: Hiring Claudia to do our deli. (This is more fitted for May info but being as Kyle is joining us on April's meeting I thought this would be helpful for this meeting.)

Margins: Fiddled with Produce margins since last meeting to boost them up another 5%. Also working in the deli area to use or "alter" the produce that looks rough. Ex: sad looking lettuce can be culled and used in a deli salad, or put under a new PLU as a mixed lettuce. Sad looking oranges can become cut fruit or smoothies. Etc. This will help with the produce loss tremendously and will help my guilty feeling of not using or selling good produce that just won't sell because of how it looks.

Emergency Volunteer Policy - due to a very tight labor market we are now operating short 30 to 40 employee hours a week. We are asking members to help by volunteering to fill shifts. This is a temporary policy. There is no compensation and we are not replacing any workers. Help is needed all day Monday, Tuesday, Thursday and Saturday.

Loft Update - Office 1 is open to rent. There is also room in the Co-Work space.

Next Meeting - June 14, 2021@ 7:00 pm.

Join with Google Meet

meet.google.com/zss-tbzw-oxj

Adjournment – Peterson adjourned meeting at 8:17 pm.

Submitted by Lisa Doerr