

Natural Alternative Food Cooperative Board Meeting Minutes

May 15, 2019

Jeff Peterson called the meeting to order at 10:59 AM.

Present: Board members Jeff Peterson, Lisa Doerr, Zach Mattson, Wendy Peterson, and Sarah Cook.

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

Minutes of the April 11 board meeting were approved by unanimous consent with one amendment.

Proposal

The board would like to make a media post stating that “your board listens.” This is in response to the suggestions that were received during the annual meeting. We hear the voices of our members and suggestions are addressed, worked on, and completed when feasible.

Motion to approve a public announcement made via media was made by Mattson, seconded by W. Peterson, all in favor.

Manager’s Report

Staffing Changes

- Stephanie has resigned from her produce buying position. She will remain on staff as a store keeper, and she will continue to place other Fresh orders in the meantime.
- Debbie is being trained on interim produce ordering to help until we have hired a new buyer, and to provide coverage for the produce buyer.
- Marie is updating the staffing structure and will be listing a fresh buyer position soon.
- Another 2nd generation co-op’er, Natasha, has been hired to help with produce processing and mid-shifts on Saturdays.

Wellness Re-set

The health and beauty and supplement sections are being weeded and re-vamped!

- A lockable CBD display case and the essential oils will be up front by the register.
- Health & beauty products will be more prominently displayed.
- Supplements are now more organized, and many of them are alphabetical, per the request of many members.
- Slow, non-selling items have been removed. It is hoped that a carefully curated wellness department will help to increase sales and meet the needs of our current customers.

Grab n Go/Kitchen upgrades

It’s happening! Equipment has arrived and our Grab n Go case is filling up! The county health inspector will be contacted to do an inspection in the near future.

Grab and Go

Grab and Go Coordinator – We are looking to hire someone who enjoys creating “real good food.” It is our hope that this candidate will create a monthly menu filled with salad and sandwich ideas that will be freshly available for our Grab and Go space. This talented individual would be invited to make the scheduled menu items on Monday and Thursday mornings as part of this position.

Financial Report

April 2019 Financial Report

Overview

Good month with Net Sales up by 4.9% over 2018 at \$36,946. This despite modest drops in our three largest departments, Grocery, Produce and Bulk. Meat continues leading the growth curve with a 67% increase over 2018. Supplements and Consignment also benefited from our focus on new products with growth of 29% and 71% respectively.

Basket Size is up over 2018 by 8.5% fueled in part by 14% growth in Non-Member sales! The number of sales per day saw a modest drop from 46 to 45.

April Register Donations were \$168. This will be combined with \$221 raised in March and donated to the Northwest Alliance Community Foundation.

Gross Profit on Grocery Sales was 33% or \$11,738. Payroll Expenses were right on target at \$6,686 or 18% of Net Sales. Net Ordinary Income was \$2,228. After Depreciation and Donations, Net Income came in at \$1,311 up from 2018's loss of \$114.

Our Balance Sheet remains strong with all Accounts Payable current.

Year to Date Profit/Loss (YTD)

Net Sales 2019 YTD: \$143,258

Net Sales 2018 YTD: \$139,207

Increase: \$4,051 or 2.9%

Net Income 2019 YTD: 330

Net Income 2018 YTD: -\$6,873

Increase: \$7,203

Mattson moved to accept the Financial Report. Cook seconded, all in favor.

Mortgage Loan Resolution

A motion was made by Lisa Doerr and seconded by Zach Mattson to authorize:

Extension of Fransden Bank building loan with an estimated balance of \$33,376 for 6.28% interest.

Resolution was passed with all board members present voting affirmative.

Credit Card Processing

A big but necessary expense involves fees that are paid to merchant carriers, which allow us to accept credit cards for payment. Store manager Marie Clark located a merchant carrier that will save the Natural Alternative \$1,200/year in fees. Before we were paying 2.5% on nearly every swipe, whereas we will now be paying 2%. Thank you, Marie!

Marketing

Food for Change – The St. Croix Falls Unitarians kindly donated \$100 at the April 28th viewing.

Owner Appreciation Day – Saturday June 22nd

Facebook Survey – The marketing committee has been thinking about formulating five questions to ask members via Facebook.

Building

Water - There has been an ongoing issue with water in our basement this season. As we all know, it has been an above average wet one! Ron Erickson has taken this issue seriously and has been dedicating hours at a time pumping water nearly every other day to prevent damage to the building. We are considering an automatic sump pump.

South Wall – Tuck pointing needs to be addressed to prevent deterioration from moisture and weather.

Sewer – The sewer recently backed up and A1 Rooter came to the rescue remedying the situation. Hooray! The low flush option on the toilet is currently disconnected because it prevented a flow strong enough to push toilet paper through. We hope this situation is remedied.

Fairy Door – The fairies have moved back after visiting Southern relatives over the winter months. It has been brought to our attention that their door is in need of a little sprucing up.

Personnel Committee

Policy and Procedures – Discussion on employee discounts and the number of hours required to work in order to qualify.

Closed Session

Open

Adjournment – J. Peterson adjourned the meeting at 12:16.

Draft minutes submitted by Sarah Cook