

# Natural Alternative Food Cooperative Board

## Meeting Minutes

### April 2, 2020

Jeff Peterson called the special meeting to order at 8:03 PM.

Present via Zoom: Board members Jeff Peterson, Lisa Doerr, Zach Mattson, Sarah Cook, Wendy Peterson, Jason Montgomery-Reiss, and Chuck Boutcher

#### Manager Report

**Staffing** - Six of our staff are still able to work. Two have had to step back. Hired five great new people as we build redundancy in anticipation of the Covid-19 surge. Team is coming together really nicely.

#### Sales

**March 22-28** - \$12k in 5 days for \$2,400 daily average. Down from \$3,100 a week before.

**Month of March** - \$55K. Up 50% over 2019. New record.

**This week** - \$2k a day so far. Big run on flour

**Suppliers** - UNFI stabilizing a bit. California produce shaky. Local meat pretty well out.

#### Operations

**Produce Cooler** - Down for half of Tuesday. Got deep cleaned. Running great now.

**Checkout** - Sneeze guard up, extending counter to south

**Basement** - Spring flooding has started. Maybe time to replace water heater.

#### Finances

Good cash flow, PPE loan in progress, all accounts current

**U.S. Paycheck Protection Program** - Chuck brought to our attention that there is help for small businesses in the way of a loan by applying with Fransden, our local bank. This loan is on a first come, first serve basis, and is based on 2019 payroll. This loan may be forgiven.

Montgomery-Reiss made a motion to authorize Lisa Doerr and Zach Mattson to act as agents for a Paycheck Protection Program loan and submit the Corporate Authorization Resolution to Fransden Bank. Cook seconded, all in favor.

**Gift** - There has been a very generous offer made by members of the Natural Alternative to gift monies up to \$10,000 to get us through this time of uncertainty if needed. The board will work on setting stipulations as to how this money may be used. We will work with the donors to assure that funds are used accordingly.

**Curbside Shopping** - We are currently working on the specifics of converting to a curbside shopping. This will be taking place between April 13<sup>th</sup>-20<sup>th</sup>. We are working on making this transaction as smooth and easy as possible.

Cook made a motion that the board moves to transition to curbside shopping to be implemented at discretion of management no later than April 20, 2020. Boutcher seconded. Six in favor, one opposed.

Adjournment – J. Peterson moved to adjourn meeting at 9:32 pm.

Minutes submitted by Sarah Cook