

GreenTree Cooperative Grocery  
214 N Franklin St  
Mt. Pleasant, MI 48858

Phone: 989-772-3221  
Website: greentree.coop

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## Monthly Board Meeting October 19, 2016 6:00 p.m.

215 W. Broadway – Fisher Building

Bob Murray, Presiding; Sarah Christensen, General Manager; Janet Malusi, Danny, Danielle, Damian Fisher, Justin Barnaby, Gary Kramer

Call meeting to order at 6:04pm

Round table introductions

1. Approve Agenda - Approval of agenda with the addition of Board Report – Policy D1 and OAD report - Fisher/Kramer
2. Approve September Minutes - Barnaby/Malusi
3. Member Input - Gary distributed Double Bucks information around town (discussion followed regarding the Double Bucks program).
4. GM/Report- October sales up 3% and OAD went very well. Sarah signed line of credit with interest rate at 5%. Produce department has been growing at about 11%, but with labor included it is a loss. Produce department recommendations: reduce number of items (SKUs), different applied margins, purchasing budget (already set) but make stricter.

Small Business Development Center contacted Sarah. They had heard about our expansion plans. Good resource, possible grants via connections with State of Michigan departments.

Need to pick a date for the annual meeting for next year. Talk to Ben to see what other boards do at their meetings for their board development activity.

Board retreat date is set for Sunday December 4, 2016 at 215. W. Broadway. Time tentatively 8:00am – 4:00pm.

Co-op Café is this coming Saturday (October 22, 2016)

Approve CBLD program renewal for 2017 – Fisher/Kramer

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5. Monitoring Report

B6 – Staff Treatment and Compensation

No non-compliance items. Staff survey has been completed. Two areas to improve (according to staff survey): training and communication. Sarah received Co-op

wage/benefit survey with data from other co-ops. Survey has been emailed to board members. Good employee retention (no changes within the leadership team).

6. Board Report, Policy D1 - 6 people took the online survey and 5 affirmed statement of the policy
7. Co-op Grocer Article – Article for discussion at the next board meeting: page 21, "First Impressions..."
8. September call with CDS – Discussion on Owner Appreciation Day, board retreat, and board turnover concerns. Among other things, OAD is a good opportunity for board members to get to know employees. Board retreat agenda will be sent by Ben ahead of time for board review and approval. Ben suggested exit interviews for board member departures
9. New Board Members – Sarah will email current terms and contact list. Appoint Danny to fill vacant board position – Fisher/Kramer (Unanimous consent)
10. Owner Appreciation Day (OAD) – Gary suggests having a sign "Ask the Board a Question", wear nametags, and have applications for ownership. 1<sup>st</sup> Saturday of every month. 1 hour is sufficient. Janet – board should know FAQ. Sarah – has a "cheat sheet" for expansion questions/answers, will email to board members. Sign-up sheet was discussed and will also be emailed to board members by Sarah.
11. Move to enter Executive Session at 7:25pm – Fisher/Barnaby
12. Move to adjourn at 8:06pm - Fisher/Kramer

Respectfully submitted,

Justin Barnaby