

GreenTree Co-op Market
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GreenTree Co-op Market
Monthly Board Meeting
August 17th, 2022, 6:00pm
Veteran's Memorial Library, Mt Pleasant, MI 48858

Present: Alice Ciccu, Amy Derry, Angie Felton, Barb Griggs, Janet Sturm, Mike Lents, MJ Conway, Sarah Christensen

Absent: Lee Ruffino

1. Check In
2. Agenda
 - a. Approved to update the agenda to remove topic 3 as Justin could not make it.
 - b. As a follow up from last month, Mike reported that Ginny agreed to join the Board, but could not make this meeting, she will be at the meeting in September.
 - i. MJ moved to formally accept the resignation of Jennifer Smith, Barb seconded. Motion passed.
3. Justin from Robert F. Murray
 - a. Removed from the agenda; rescheduled to September.
4. Approve July Minutes
 - a. Barb made a motion to accept the July Minutes, Janet seconded. Motion passed.
5. Member Input
 - a. MJ asked for a photo of him at GreenTree to promote the store at CMU; Sarah to send him one.
 - b. Produce has been hit or miss lately, some Board members reported finding old produce.
6. Approve Board Expense for Webinar
 - a. Barb and MJ attended the webinar earlier this month for Co-op Boards of Directors; MJ reported that we have already adopted most of the suggestions, but both thought it was valuable.
 - b. The total expense was \$100.
 - c. MJ moved to approve the expense; Janet seconded.
7. Email Update
 - a. Angie reported that there was no email this month except spam.
 - b. Janet moved to acknowledge the email update; MJ seconded.
8. GM Report



a. Surveys

- i. Staff survey launched this week; it is open until the end of August; the goal is to get 100%. Columinate is doing the survey and will follow up with any out of compliance issues.
- ii. Customer experience survey was launched on the receipt. Customers get \$5 credit on their next shopping trip for completing the survey. It's random and is set at 5% of transactions.
- iii. Working on the member survey. The last one was done several years ago but the suggestion is to do one every 2-3 years.

b. Store:

- i. There was a fire alarm, but the customers didn't want to leave; it was a good learning experience for the staff and in knowing how the Broadway Lofts process works. The total disruption was about 15-20 minutes.
- ii. The dark green vinyl on the windows was peeling so it was replaced with the addition of words.
- iii. Tried different routes for getting conventional products to be more accessible to more members of the community. Investigated Super Value and Spartan Nash, but our volume isn't high enough for either of these.
- iv. There were two produce providers, but they consolidated earlier this year, so now there is only one. It has been difficult to find additional produce vendors.
- v. Looking for someone to take the food waste; right now it is thrown in the garbage as there is no composting option.
- vi. Owner appreciation week led to a bump in sales as well as the BOGOs.

c. Board

- i. Laura will attend in Sarah's absence for September meeting.
- ii. Link to Cooperative Board Leadership 101 for September 17 is [here](#). The cost is \$75 to attend and last month the Board approved to pay for any member who wants to attend. The seminar is Sept 17th from 11:00am – 2:30pm.

d. The Lofts should be at 100% capacity by the end of the month.

e. Barb moved to acknowledge receipt of the GM report; Janet seconded.

f. Sarah asked for approval for the letter to investors. There were a couple of typos noted, but no other changes.

- i. MJ made a motion to approve the letter to the investors; Janet seconded. Motion passed.



9. Monitoring Report: B1 Financial Condition
 - a. Sales growth improved.
 - b. Net income improved largely due to grant income received in April or May; margins are stabilizing in most departments.
 - c. Meat margins have improved since last month as has the beer and wine.
 - d. Good position in terms of cash.
 - e. MJ moved to acknowledge the report; Janet seconded. Motion passed.
10. Board Monitoring Report: C7 Committee Principles
 - a. MJ hasn't sent out the survey and asked for it to be tabled.
 - b. MJ made a motion to table the report, Barb seconded. Motion passed.
11. GreenTree Policy Review: C6 Officer's Roles
 - a. MJ updated the Treasurer's role as captured in the July minutes in Basecamp and harmonized the bylaws with Survey Monkey so they now agree.
12. Board Retreat
 - a. Agenda for the Board Retreat from Columinate was circulated.
 - b. Barb made a motion to approve the agenda for the Board Retreat and proceed with the contract; Janet seconded. Motion passed.
 - c. Mike will reach out to Jade to find some dates in October or early November and will then circulate among Board members.
13. Executive Session
 - a. Barb moved to enter executive session at 7:13pm, MJ seconded.
 - b. Janet moved to exit executive session at 7:43pm, Barb seconded. Motion passed.
14. Adjournment
 - a. Janet moved to adjourn, and MJ seconded. Meeting adjourned.