

Hudson Grocery Cooperative
Board Meeting Agenda
January 13, 2016
701 Second Street, Hudson, WI

Board Learning Session 6:00 - 6:30

1. Call to Order: *President Kirkpatrick called the meeting to order at 6:34 p.m.*
 - a. Directors Present: Sarah Atkins, Jacki Bradham, Don Kirkpatrick, Katie Nelson-Heil, Nick Meurett (via Facetime), Marina Onken, Rebecca Peters and Carol Zempel

2. Approval of Minutes

*Motion by Onken to approve the December 8, 2015 board meeting minutes.
Second by Zempel. Motion carried unanimously.*

3. Approval of Agenda

Motion by Bradham to approve the agenda. Second by Atkins. Motion carried unanimously.

4. Owner forum. Opportunity for Owners to make the Board aware of topics/issues/opportunities.

None

5. Board Reports
 - a. President's Report
Kirkpatrick noted that he will be looking into CDL and MN Food Co-op membership

 - b. Vice President's Report
Nothing to report.
Nelson-Heil asked how businesses in Hudson can get their co-op cards and brochures replenished. This is something that is normally done on a Saturday by a marketing committee volunteer(s). If a business is not open on Saturdays, then a board member will need to drop them off during the week.

 - c. Treasurer's Report - nothing to report
 - d. Secretary's Report - nothing to report
 - e. Other Director's Report - nothing to report

6. Old Business
 - a. Website and email update - DK/Marketing

Kirkpatrick noted that our website may not be clear about us not having a brick n mortar store as we are getting phone calls from people looking for certain products.

Christi G. has set up our individual board emails so that they forward to our personal email addresses on file. She also set up co-op emails for seven members of the Owners & Volunteers Committee at the request of the committee. Lengthy discussion followed on whether or not we want this setup as some board members may end up with three co-op emails. Discussion tabled with no resolution.

- b. Annual Goal Development - DK
Next meeting the board will vote on goals and budgets. Individual committees will need to submit their goals and budgets to the board at the February meeting. Kirkpatrick started 2016 Goal document and will add to it as he receives additional goals and budget information from the committees.

7. Committee Reports

- a. Fundraising & Finance
2016 Goal(s): Populate committee
- b. Ownership & Volunteers
2016 Budget: \$200 printing & postage for new owners
2016 Goal(s): Review owner application; perform first annual audit of ownership database; maintain ownership database
- c. Marketing & Communications
2016 Goal(s): Redesign brochure; build a simple marketing plan; develop multiple streams of content; 4 ownership drives
2016 Budget: \$200 per month for an article for website; \$112.50 brochure redesign; table; yard signs
- d. Steering
2016 Goal(s): Evaluation process/tool for directors; education; retreats
2016 Budget: \$150 elections; \$250 chamber fees; \$1000 leadership training
- e. Vendor Relations - Currently non-standing

8. New Business

- a. Hot Air Affair event - JB/Marketing
Onken noted that the committee has decided not to do a booth at event.

Move to closed session

per paragraph 30 (c) of HGC Bylaws in order to discuss confidential matters such as: labor relations or personnel issues; negotiation of a contract; discussion of strategic

goals or business plans, the disclosure of which would adversely impact the Cooperative's position in the marketplace; and/or discussion of a matter that may, by law, be considered confidential.

Reconvene to open session

9. Other Business

- a. Onken and Nelson-Heil plan to attend the Chamber of Commerce's Annual Meeting & Award Banquet on January 21, 2016.
- b. Zempel, Nelson-Heil and Meurett plan to attend the Up and Coming Conference on March 10-12, 2016 in Indiana. Nelson-Heil will submit grant application and register all three for the conference.
- c. Saturday, February 13th, 8-10 am training on Google docs, email and website
- d. Next meeting Wednesday February 10, 2016 at 6:00 p.m.

10. Adjournment

Motion by Atkins to adjourn the meeting at 8:23 p.m. Second by Onken. Motion carried unanimously.