

Spiral Natural Foods  
Board of Directors Meeting Minutes  
March 12, 2023, at 2:00 pm

**Location of Meeting:** Spiral Co-op

**Attendees:** Tammy McGinn, Pete Macaroni, Annie Zastera, Jenni Garlough, Leigh Arnoldy, Amanda Olson, Michelle Gallo, and Matt Malecha

**Absent:** None

Call to Order at **2:17 pm**: Tammy motioned to call the meeting to order, seconded by **Leigh**. The motion was voted on and passed.

**Administration** **2:17 pm to 2:18 pm**

- **Consent Agenda - Tammy 2:17 pm**
  - February Meeting Minutes
  - Agenda for Evening's Meeting

**Tammy** motioned to approve the Consent Agenda and Minutes. **Pete** seconded it. The motion was voted on and passed.

**GM Business** **2:18 pm to 2:47 pm**

- **Store Report - Matt 2:18 pm**
  - The anniversary sale was a success!
  - We are up 42% from February of last year
  - SNOW was a challenge, including a day we closed early and a day we opened late
  - There are 2 positions posted right now
  - Cassie has taken over social media and is doing a great job. She is also doing signage around the store.
  - Matt is creating Wage Policies for staff to outline starting wages and ranges to let everyone know movement options throughout the store
  - We got 10 shelves for the freezer set to be able to get more product out and we've seen 10-20% sales increase already
  - Wellness brands are getting reviewed to streamline options, optimize ordering, and make better choices
  - Overall, we're going to look at products, brands, and what we are investing in for the whole store. Specifically, the end caps could use love to optimize the space better
  
- **B4: Membership Rights & Responsibilities - Matt 2:39 pm**
  - We do a great job of letting people know when they join about rights and responsibilities
  - We need to do better about reminding people and keeping people informed
  - We will add the topic of discussing Dividends and Patronage at our August meeting

**Tammy** motioned to **approve** the B4 Report as Reported. **Jenni** seconded it. The motion was voted on and passed.

**Board Business** **2:48 pm to 3:30 pm**

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- **C1 Governing Style - Tammy 2:48 pm**

- All 4's and 5's and compliant

**Tammy** motioned to approve the C1 Report as Compliant. **Leigh** seconded it. The motion was voted on and passed.

- **Columinate Discussion - Tammy/Matt 2:49 pm**

- CBLD offers virtual and in-person training throughout the year
- They also have board retreat options available
- We will have Leslie Watson, from Columinate, join our meeting in April to answer questions and let the board know more details
- The price to have our board/co-op sing-up for unlimited training is reasonable and billed quarterly to spread out the money – It is also pro-rated for the calendar year

- **In-Person Quarterly Board Meetings - Tammy/Annie 3:00 pm**

- June meeting will be held on June 15th in person at Geek Haven
- We'll have a coffee session with members beforehand

- **Store Events - Tammy/Matt 3:03 pm**

- Earth Day - April 22
  - 11-3
  - Possible scavenger hunt, t-shirt bags, chocolate, vendors
  - Leigh, Pete, Jenni, and Tammy attending throughout the timeframe
- Pride Parade - June 10
  - Parade and then tent at the park
- Coffee with the Board - June 15
  - Geek Haven from 4-6 pm
- Rivertown Days - July 21-23
  - Possibly hold an event in the parking lot but open to ideas

- **Communications Committee - Leigh, Jenni 3:28 pm**

- Michelle is interested and will chat with the group to see about officially joining vs just helping
- Requested the committee make social media and in-store information to be posted about our upcoming events

There was no need for an executive session this evening. Everything was covered, and we are up to date with the information.

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**Open Discussion:** None

**Assigned Responsibilities that resulted from Board Meeting:**

<b>Task</b>	<b>Responsible Party</b>	<b>Completion Goal Date</b>
Earth Day Events	All Board	Before April 22
Brainstorm Rivertown Days Event	All Board	Ongoing
Come up with Questions for Columinate	All Board	Before April 12

Tammy motioned to adjourn. It was seconded by Pete, voted on, and passed. The meeting closed at 3:31 pm.

The next meeting will be held via Skype on Wednesday, April 12, 2023.

At the close of the meeting, Matt led the board members on an official walk-through of the store's front and back.