

Spiral Natural Foods  
Board of Directors Meeting Minutes  
September 13, 2023, at 7:00 pm

**Location of Meeting:** Online via Skype

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

**Absent:** Michelle Gallo and Matt Malecha

Call to Order at 7:04 pm: Tammy motioned to call the meeting to order, seconded by Leigh. The motion was voted on and passed.

**Administration 7:05 pm to 7:06 pm**

- **Consent Agenda - Tammy 7:05 pm**
  - August Meeting Minutes
  - Agenda for Evening's Meeting

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

**GM Business 7:06 pm to 7:07 pm**

- **Store Report & B3 Asset Protection - Matt 7:06 pm**
  - Matt is home sick
  - He will submit both of his reports next week via Slack

**Board Business 7:07 pm to 8:00 pm**

- **C8 Governance Investment - Tammy 7:07 pm**
  - The only issue was developing the Board's budget in a timely manner
  - We haven't been great at it but are working on being more promptly and adding things to the calendar
  - We will also have a new treasurer that we can start strong traditions

Tammy motioned to accept the C8 Report as Compliant with the stipulation that we will add the Budget meeting to the calendar two months prior so it can be completed by April.

Amanda seconded it. The motion was voted on and passed.

- **Board Budget - Tammy & Pete 7:16 pm**
  - Pete worked with Matt to look at previous expenses, upcoming known expenses, and averages
  - Board Insurance
  - Training through CBLD & other trainings or conferences
  - Annual Report fee
  - Board Member discounts
  - Annual Meeting costs

Tammy motioned to accept the Board Budget for this fiscal year. Leigh seconded it. The motion was voted on and passed.

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- **Annual Meeting Planning 7:20 pm**
  - Annual Meeting
    - We have three applicants online right now
    - There have been a few people who took paper applications home but we need to find out if they turned them in
    - Amanda will stop at the co-op to confirm
    - Everyone will contact their people to encourage them
    - Location is Carpenter Nature Center
    - Date is October 15 at 1:00 pm
    - Cassie is working on fine details – Leigh will touch base with her
  
- **Loan Repayment Request- Tammy 7:29 pm**
  - We received a request to repay a loan from a member
  - There is no paperwork, other than a deposit slip, for this loan and the money came through a third party
  - We will seek legal advice from an attorney and let the member know we are still working on this
  - Tammy will report back via Slack with updates
  
- **Communications Committee - Jenni/Leigh 7:50 pm**
  - Harvest Fest is September 23 from 11-2
  - Scavenger Hunt, Samples from local vendors, Sales on some local items
  - Leigh and Amanda will be there – More are welcome
  
- **Next Meeting Agenda Review 7:54 pm**
  - Annual Meeting
  - Be present
  - Vote!
  - Board Members should show up around 12:30 to help prep
  - We are meeting in the Interpretive Center
  - Cassie & Leigh will make signs to direct people

As there was no need for an Executive Session, Tammy motioned to adjourn. Leigh seconded it. Everyone voted, and the motion was passed. The meeting closed at 8:01 pm.

The next meeting will be the Annual Meeting held at Carpenter Nature Center on Sunday, October 15, 2023, at 1:00 pm.

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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>
Talk to people about joining the Board	Everyone	On Going
Submit reports via Slack	Matt	Next week or two
Add Board Budget to calendar	Annie	Today
Touch base with Cassie about any final details for Annual Meeting	Leigh	Next week or two
Reach out to Alex to ask legal advice	Tammy	Next week
Attend and help at Harvest Fest	Amanda, Leigh, and anyone else available	Sept 23