

Spiral Natural Foods
Board of Directors Meeting Minutes
August 16, 2023, at 7:00 pm

Location of Meeting: Online via Skype

Attendees: Tammy McGinn, Annie Zastera, Jenni Garlough, Leigh Arnoldy, Amanda Olson, and Matt Malecha

Absent: Pete Macaroni, Michelle Gallo

Call to Order at 7:09 pm: Tammy motioned to call the meeting to order, seconded by Leigh. The motion was voted on and passed.

Administration 7:09 pm to 7:10 pm

- **Consent Agenda - Tammy 7:09 pm**

- July Meeting Minutes
- Agenda for Evening's Meeting

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

GM Business 7:10 pm to 7:58 pm

- **Store Report - Matt 7:10 pm**

- Staffing changes are happening
- Mike will be stepping down so there is training happening to help keep ordering going
- Store did well last month - There was a profit
- August is traditionally one of our worst months of the year but we are doing better than last year so far

- **B1 Annual Report - Matt 7:20 pm**

- We have made it through expansion, meaning money isn't continuing to go out for that reason
- We mapped out a goal of \$2.1 million but only hit \$1.7 million because of multiple factors – Pricing, wage pressure, expansion costs higher, etc.
- Cash on hand has been more tight than ever
- We've been saving money on marketing, keeping that in-house
- Inventory turn-overs have improved, especially with the help of NCG – The big challenge is the amount of dollars available to spend vs the amount of product to buy
- The co-op will be running with slimmer staffing and management, partially for the budget and partially from personal things
- We are exploring options for additional funds to help our cash situation – We have an option for a Fiscal Agent, which would open us up for Grants and other Donations
- We had 140 new members!
- Overall, we are compliant with most and have plans in place for the non-compliant sections

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Tammy motioned to accept the B1 Report as Compliant with the exception of B1.2, B1.3, and B1.4, accepting the GM's outlined plans for those sections. Amanda seconded it. The motion was voted on and passed.

Board Business **7:58 pm to 8:30 pm**

● **C7 Committees - Tammy** **7:58 pm**

- Overall, we only have one committee and it is compliant and going well
- There was discussion about reviewing the charter, not everyone was sure if it was happening. It is and was recently done

Tammy motioned to accept the C7 Report as Compliant. Amanda seconded it. The motion was voted on and passed.

● **Board Event Planning & Annual Meeting** **8:01 pm**

- Annual Meeting
 - Carpenter Nature Center has the Interpretive Center available
 - October 15 from 1-4 pm is reserved
 - We will touch base with Cassie about more fun plans
- In Person Meetings
 - August should have been our quarterly in-person meeting but it slipped through the cracks
 - We decided to wait until November, as September is busy
 - November 12 at 1pm at the Co-op
- Board Interaction Event
 - Cassie is planning a Fall Fest Event at the store
 - Leigh will stop at the store to talk to her about how we can help and participate! We're thinking about either a game, wheel, challenge people to ask questions, or something like that. Possibly have prizes or something to give away
 - In November, the Board will do Holiday themed sample days. We'll nail down dates and specifics closer to the month

● **Board Openings- All** **8:01 pm**

- We need four new board members
- Everyone needs to keep recruiting! In person is the way to go
- Matt is also trying by talking to customers throughout the day

● **Communications Committee - Jenni/Leigh** **8:24 pm**

- We already covered the Fall Fest & Annual Meeting location that they have been working on

● **Next Meeting Agenda Review** **8:25 pm**

- Board Applications, Bios, & other prep
- C8 - Governance Investments
- B3 - Asset Protection

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- Tie up Fall Fest loose ends
- Discuss Executive Positions on the Board

As there was no need for an Executive Session, Tammy motioned to adjourn. Amanda seconded it. Everyone voted, and the motion was passed. The meeting closed at 8:32 pm.

The next meeting will be held via Skype on Wednesday, September 13, 2023, at 7:00 pm.

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Open Discussion: None

Assigned Responsibilities that Resulted from Board Meeting:

Task	Responsible Party	Completion Goal Date
Talk to people about joining the Board	Everyone	On Going
Talk to Cassie about Fall Fest & Report Back	Leigh	This week or next