

Spiral Natural Foods
Board of Directors Meeting Minutes
November 9, 2022, at 7:00 pm

Location of Meeting: video conference via Skype

Attendees: Tammy McGinn, Pete Macaroni, Annie Zastera, Jenni Garlough, Leigh Arnoldy, Amanda Olson, Michelle Gallo, Jenn Bierma, Dina Sagan, and Matt Malecha and Cassie Raway

Absent:

Call to Order at 7:06 pm: Tammy motioned to call the meeting to order, seconded by Leigh. The motion was voted on and passed.

Administration 7:07 pm to 7:10 pm

- **Consent Agenda - Tammy 7:00 pm**

- October Annual Meeting Minutes
- Agenda for Evening's Meeting

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

GM Business 7:10 pm to 7:45 pm

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

- 1st quarter for fiscal was a mixed bag
- 25-28% above last year's same dates sales average overall
- Wellness hasn't grown as strong as we thought it would in the new store - We're 7% down which is better than the 20% last month but still not fabulous
- Matt got to go to an NCG manager event with central corridor small co-ops - They were impressed with our store and what we've been able to do - They gave a few suggestions of which we have taken into consideration - Speed oven, Pastry Rack, Coffee Program
- We're hopeful that these changes will make improvements down the road

- **B6 Policy - Matt/Cassie 7:19 pm**

- Covers Employee information and policies
- The employee handbook is out of date and needs to be updated based on the new location - There is a plan in place to do this

Tammy motioned to approve the B6 Report as Compliant, with the plan to bring section 1 into compliance. Jenn seconded it. The motion was voted on and passed.

- **B1 Policy - Matt 7:30 pm**

- Budget and performance information
- Compliant with 1.1 and 1.5 - 1.2, 1.3, and 1.4 are not
- We did not allow sales to decline or stay stagnant, our sales growth is still going well, and are margin vs labor is good
- We have lots of members supporting our co-op
- We have been adding dollars to our store without the payout on the investment yet, we paid in more to upgrades and physical building and infrastructure updates than what was planned

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- We've had a mix of great days and less great days but the 1st quarter is traditionally a struggle for the co-op

Tammy motioned to accept the B6 Policy as Compliant in 1.1 and 1.5 and Non-Compliant in 1.2, 1.3, and 1.4 because of the move. Leigh seconded it. The motion was voted on and passed.

Board Business 7:53 pm to 8:27 pm

- **Board Policy - D1 & D2 Policy - Tammy 7:53 pm**

- Unity of Control & Accountability of the GM
- Were all compliant

Tammy motioned that we accept the D1 & D2 Policy as Compliant. Dina seconded it. The motion was voted on and passed.

- **Motion to Approve Michelle & Amanda - Tammy 7:55 pm**

- There was confusion in the ballot
- No one got enough votes per person

Tammy motioned that we approve Michelle & Amanda for 1 year until they can re-run. Leigh seconded it. The motion was voted on and passed.

- **GM Evaluation - Tammy 7:55 pm**

- The spreadsheet is not quite complete but Annie will finish in two weeks and post it on slack when things are finished

- **Discuss transition & Training - Tammy 7:58 pm**

- All current members have attended a CBLD 101 class except Jenni
- Jenni, Michelle, and Amanda will need to sign up for a class
- Tammy will meet with Michelle and Amanda as well to start board training
- As for Whole Board Trainings - we would like learn about grant writing, think about other topics

- **Communications Committee - Jenni, Jenn, Leigh 8:04 pm**

- Jenn will be leaving so now is a great time to look at members
- Co-op members could also be a part of this committee
- Needs are: Social media, member engagement person, sample days, people will specific skills for classes, garden & landscaping, community clean-up, co-op fun events, etc.
- Columinate offers other training opportunities - They offer different packages and programs. If there is something we are interested in, we could take advantage of these if we want to become a member – The cost is about \$8000 per year but there may be grant opportunities to help offset the cost.
- Matt and Leigh have been working on getting local artists work to hang in the store - They are working with Hastings and Prescott Art Council to find people and work

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

Open Discussion: None

Assigned Responsibilities that resulted from Board Meeting:

Task	Responsible Party	Completion Goal Date
Finish the Report Monitoring	Annie	Two weeks
CBLD 101 Class	Jenni, Michelle, Amanda	Next few months
Reach out to Columinate to see if we can get any deals	Matt & Pete	Next few weeks
Reach out to members about people with skills and talents to help	Communications Committee	Next few weeks

Tammy motioned to adjourn. It was seconded by Leigh, voted on, and passed. The meeting closed at 8:28 pm.

The next meeting is scheduled for December 14, 2022, at 7:00 pm.