

Spiral Natural Foods  
Board of Directors Meeting Minutes  
February 10, 2021 at 7:00 pm

**Location of Meeting:** video conference via Skype due to COVID restrictions

**Attendees:** Tammy McGinn, Jenni Garlough, Annie Zastera, Leigh Arnoldy, Jenn Bierma, Peter Maccaroni, Dina Saga, and Matt Malecha

**Administration 7:07 pm**

- Call to Order: Tammy motioned to call the meeting to order, seconded by Jenn. Motion voted on and passed

**Board Decisions 7:08 pm**

- **Consent Agenda**
  - February 2021 Meeting Agenda
  - January 2021 Meeting Minutes
  - January 2021 Executive Meeting Minutes

Pete motioned to approve the consent agenda. It was seconded by Jenn. The motion was voted on and passed.

**Board Business 7:09 pm**

- C5 Policy - Tammy
  - All items were rated at 5's but there were a few questions
  - Any press or public announcements will be discussed first and will represent what the board feels as a whole
  - Sensitive Nature involves things that happen in Executive Sessions, to protect ideas and discussions that are still in the works
  - Jenn Moved - Dina Seconded to accept the C5 policy review
- **Store Report - Matt 7:16 pm**
  - We won a Dakota County Grant - We will use this to pay some bills & keep some cash on hand - The money can only use things negatively affected by COVID
  - January we finished up slightly behind - we were lagging in wellness but doing better than our peers
  - Working with Xcel to be repaid for losses
  - Leigh has been helping enter information for Co-efficiency for a global look at energy usage of co-ops
  - Matt is compiling info for NCG - Showing the living wage of people living in Hastings right now - An hourly wage of \$15.76 is needed to responsibly live in Hastings based on the information - this helps to show light on wages for the co-op employees currently and in the future
- **B1 - Matt 7:29 pm**
  - For the quarter, we ended up below sales growth - We've come up since October but still low - low wellness, low deli, the decline in bulk (a trend in every store because of COVID now)
  - Margin minus labor improved significantly - labor reduction helped
  - Sales turnover slightly down but have staples on hand that were purchased back when things weren't sure if they would go away again -- and co-op deals are hard to stock what is on sale vs what we have space for

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- We had 34 new members! Year to Date = 77 new members!
- Tammy moved - Pete Seconded - Passed to accept the store report
- **Annual Board Forms - Tammy 7:47 pm**
  - Fill out forms online - Jot form fixed so fill out asap
- **Communications Committee - Leigh/Jen 7:51 pm**
  - Leigh - Co-metrics asking for information about kilowatts per hour, refrigerant, thermal usage, pounds of food donated from the past year and a half
  - Jenn - reached out to Matt to work on a timeline for the capital campaign
  - Discussed comfort level of people in the store and board members stopping them - Matt says many are more comfortable now & it would be reasonable to for members to engage at the store face to face - Would be a good idea to connect with members based on board members comfort level - possibly do a giveaway here and there as well

Tammy motioned to move to closed executive session to discuss store expansion and capital campaign. Meeting moved to closed executive session at 8:06 pm. The motion was seconded by Pete, voted on, and passed.

Tammy motioned to move out of closed Executive session at 8:51 pm. The motion was seconded by Jenni. The motion was voted on and passed.

**Open Discussion:** None

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

<b>Task</b>	<b>Responsible Party</b>	<b>Completion Goal Date</b>
Visit the store to talk to members and shoppers	Everyone	On going

Tammy motioned to adjourn. It was seconded by Jenni, voted on, and passed. The meeting closed at 8:52 pm.

Next meeting scheduled for March 10, 2021, at 7:00 pm.