

**SUGAR BEET FOOD STORE COOPERATIVE**

**BOARD OF DIRECTORS MEETING**

**TUESDAY, February 12, 2019, 7:00pm**

**Oak Park Main Library – second floor, small meeting room**

**834 Lake St. Oak Park, IL**

Board of Directors Present: Daniel Becker, Ryan Bradley, Jim Doyle, Bri Kellogg, Greg Kolar, Peter Nolan, and Janet Rouse

Absent: Sharon Wolf-Newton, Rachel Poretsky, Eryn Cook

GM: Chris Roland

Also Present: Jolie, Lissa, and new owner Linda

**AGENDA**

* **WELCOME & Call to Order 7:08 PM (Peter)**
	+ Jolie introduces herself and role as Prepared Food Chef at the Co-op
	+ New owner, Linda, introduces herself
* **GENERAL MANAGER’S REPORT (CHRIS)**
* Sales
	+ Just finished 4th quarter; it was successful
		- i. Saw 10.8% Sales Growth
		- ii. Broke the $4 million mark
	+ January started off well with over 15% growth from last year (first 6 weeks of 2019)
		- i. Freezer sales up over 50% from January 2018
		- ii. Cafe saw only 3% growth (discussion on how to increase sales there)
		- iii. January sales have been great with higher average basket size making up for a decline in traffic.
* 2019 Budget
	+ Jim and Chris will meet to discuss budget; board will approve via email
* Key Initiatives
	+ Comparison Shopping Lists
		- List have been compiled for products and stores
		- Board will do comparison shopping
	+ Outdoor Seating: Chris is getting bids from various contractors
	+ Board Volunteer Opportunities
		- April- Owner Appreciation Month (need several volunteers for various events)
		- Winter Farmers Market: ongoing each month through April
	+ Marketing (Lissa)
		- Door Hangers- looking into distribution of hangers
		- Discussion on Winter Farmers Market and food handlers certificate
		- Food Swap was a success
* **ANNUAL MEETING PLANNING**
	+ Janet created and reviewed a list of venues that are options
	+ Board and GM decided to pursue Thatcher Woods Pavilion
	+ Date: Sunday, April 28, 2019 from 3:00-6:00 PM
	+ Details will continue to be worked on by Lissa, Chris, and members of Ownership Committee
* **BOARD ELECTION UPDATE**
	+ Currently have 10 board members (Cindy Gradle stepped down from board in January)
	+ Peter discussed list of possible candidates
	+ Board discussed how to promote owners to run for board
		- Board in the Store Events (2 nights in store for potential candidates to talk with board members)
			* 1. Wednesday 2/27, 7:00-8:00 PM
				2. hursday, 3/7, 7:00-8:00 PM
		- Sign up Genius will go out to allow up to 4 board members to attend each night
* **Q&A from audience**
	+ Jolie further discussed her role at Co-op and how she would like to expand the prepared food selection
		- Currently uses Autre Mond’s kitchen on Monday/Thursday
		- Sees potential in expanding raw and vegan foods (Currently 60% of prepared sales)
		- Would need additional cooler space
		- She feels a salad bar is manageable to have open by spring; hot bar would be more work and equipment
* **CLOSING**
	+ Action Items
		- Board in the Store to promote board elections
		- Board will volunteers at Winter Farmers Markets
		- Jim will work on budget with Chris and submit to board; board will vote via email
		- Comparison Shopping will be done over next few weeks by board
		- Continue to work out details on Annual Meeting (Chris, Lissa, Ownership Committee)
* **ADJOURN FOR EXECUTIVE SESSION: 8:20 PM**
1. Ryan moves to adjourn
2. Janet seconds