

**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