

**SUGAR BEET FOOD STORE COOPERATIVE**

**BOARD OF DIRECTORS MEETING**

**TUESDAY, September 19, 2017, 7pm**

**LOCATION: Main Library, Oak Park**

Board of Directors Present: Daniel Becker, Chris Dowsett, Jim Doyle, Bill Gee, Cindy Gradle, Bri Kellogg, Greg Kolar, Greg Marsey, Peter Nolan

Absent: Ryan Bradley, Rachel Poretsky

GM: Chris Roland

1. **WELCOME (PETER) and Call to Order,** 7:06 PM
2. **APPROVAL OF MINUTES FROM LAST MEETING,** Cindy moves to approve; Greg Kolar seconds. All approve.
3. **PUBLIC COMMENT**
   1. Sharon comments that she would like to see the board meeting minutes at a more prominent spot on the website.
   2. The bag tree (at the entrance of the co-op) is well received.
4. **GENERAL MANAGER’S REPORT (CHRIS)**
   1. Sales Results
      1. July and August 2017 saw nearly 20% growth in sales over these months last year.
      2. We will see final profit results at the end of the quarter.
      3. October is National Co-op Month and Fair Trade Month; therefore Sugar Beet will have an owner’s drive.
      4. The question of bread sales was presented (since the re-set). GM notes bread sales were down slightly. Sugar Beet is bringing in new local bakers, so we should see that number come up.
   2. Key Initiatives
      1. NCG (Peter and Chris provide updates)
         1. Sugar Beet Co-op was accepted into the NCG, which is a 148-store cooperative organization. The Sugar Beet is eligible to be a full member on 10/01/17.
         2. Greg Marsey presents the question of savings on credit card fees (with joining the NCG) and also expresses concerns that we’ve seen no “real numbers” as to what Sugar Beet’s savings will be upon joining.
         3. Peter acknowledges that there are many unknowns as far as savings goes, but refers to a chart that he and Chris created, which shows projections on incremental profit impact of joining NCG.
         4. Upon joining NCG we will pay around $4K in initial membership dues (or about 1% of the previous year’s sales). This is an annual due.
         5. Sugar Beet may also buy into the Joint Liability Fund (JLF); however, we don’t know what our JLF% would be at this time. To receive preferred pricing and sales from UNFI, we must buy into the JLF. Currently, UNIF is our largest distributor and UNFI goods make up about 1/3 of the Sugar Beet’s sales. The JLF is a one-time fee. Chris believes that if we do buy into the JLF, we should get a portion of this money back next year as our co-op’s risk reduces.
         6. Overall, joining NCG and buying into the JLF will provide the customers with more packaged goods on sale, more often, and this should increase sales.
         7. Greg M asks what other obligations we would have with joining the NCG. The GM answers that anything “for pay” is optional, like marketing conferences.
         8. Chris also makes the point the NCG is a co-op itself and has been profitable every year, so they are able to provide dividends to the co-ops that are members.
         9. Peter makes a motion that we join NCG to be a dues paying member; this does not obligate us to join the JLF at this time. Jim seconds. Motion passes unanimously.
      2. Sign
         1. Chris is still looking for a General Contractor
         2. New GC toured the co-op last week; waiting for his bid (Heartland Construction).
      3. Outdoor Seating
         1. This will not happen before it gets cold.
         2. There are various drafts of plans at this time.
            1. Questions remain on:

Relocation of bike rack

How close to Madison will customers want to sit?

Will the tree be removed?

* + 1. Food for All program
       1. Lissa is going to send out more info to the board this week.
    2. Customer Survey
       1. Sending this out via email this week.
       2. Coupon is attached to it.
       3. Focuses on general feedback, outreach initiatives, and desired changes within the grocery store.
    3. Holiday
       1. Prepared food menu is nearly ready
       2. Turkeys have been ordered
       3. Sugar Beet may place an ad for turkeys in the Wednesday Journal

1. **Q & A WITH OWNERS** 
   1. Where are we with member loans? (Fatima)
      1. The most near-term member loans are due for re-payment in 2019
2. **CLOSING** 
   1. Review Action Items and assign roles as needed
      1. Greg K. will write up an addendum on our property tax lease for the next meeting (making it about $1500 / month), so we don’t owe a lump sum again.
      2. Chris (GM) will provide board with more JLF information.
   2. Confirm dates for next Board meetings:
      1. October 24th
      2. Dec 5th
   3. Adjourn Meeting
      1. Bill makes a motion to adjourn.
      2. Chris D seconds.
      3. Adjourned at 8:05 PM