**Ever’man Minutes BOD meeting July 29, 2019**

Attendees: Staff-William, Thalia, Stephanie and Lee (from Fisher Brown Insurance)

Members: Louis, Hugh Ed

BOD Members: Dave, Tara, Eric, Sandra, Lynn, Kelly, Lauren, Jena

Meeting Called to Order: 6:01pm

Tara read the Ends Statement

**Approval of June Minutes:**
Motion: Dave

2nd: Kelly

Vote: 7 in favor of approving- Lauren abstained since she missed the meeting

**Open Forum:**

**Lois**: Concerns about 9 Mile Road location and the growing crowds/traffic. She reported that Herbs and Things (store open for 29 years) that has closed in that area.

**Hugh Ed**: Reported about recycling items and how to find places that can use them. He gave William plastic bags that are thrown in the bin by the store-questioned why they aren’t re-used.

-He reported that he will be out of town, so needs someone to deliver to Blues Angel Music (all Styrofoam products).

-Kelly reported that Publix takes Styrofoam.

-He gave report that employee told him he was unable to make announcement over speaker in store about class about to start and the topic. William will look into it.

William introduced Lee from Fisher Brown Insurance – here for questions

**Retreat Announcements:**

* Dave presented the agenda for the board “retreat” meeting
* Meeting will be held closer to new store- at Spring Hill Suites
* Lunch will be ordered from Panera

**GM Comments:**

* Cardboard not being picked up anymore by same company- new company is doing for free – saves us the trash fees and also keeps it from the landfill
* Still having issue with the bins being overfilled- Lauren suggested bright signage on bins with rules and also saying if anyone knows of places that will use materials, tell customer service
* Flash sales are going well- first two-day sale (180 bottles in two days on $3 wine)
* Direct coupon mailings to new construction and new land purchases within mile of store
* Dave congratulated the sales figures. William reported about profit, sales, etc.
* Kelly reported that Studer apartments going in near 5 Sisters and also prepared foods place going in- might be that we need to change some of our offerings
* Tara asked about doing poke bowls, sushi

**New Store Updated:**

* Construction moving along well-sheetrock being hung- now can see the different departments and the rooms
* Electrical is coming back to put plugs, etc.
* William met with the credit union to move forward on the plan for building it
* Parking lot being worked on
* Sandra questioned about the house resident next to the store- William hasn’t heard any more
* Eric asked about security and protection against theft
* Lois asked what route William takes from downtown store to new store- he takes Old Palafox

Eric asked about the deli sales- William said it has hit a plateau- hard to park and sit during lunch time

**B5: Asset Protection**

Motion to Approve: Tara

2nd: Kelly

Discussion: Tara thanked Lee and William for including the business sheet- she explained what coverage we have for 3 months in case of damage- how employees would be paid in that instance

William discussed the plan for deciding on 2nd store coverages. Also, chances of being closed more than 3 months in grocery is rare.

Vote: All in favor.

**Board Monitoring**: C1 - Delegation to the GM. (Normally Aug, moved due to board workday)

Do we like what we have? Any changes?

Eric pointed out some typos, some spacing issues.

**Annual Financial Report**

* Eric went over the highlight’s- 73% of sales come from Members, 9 Mile Road Update, reviewed over Sales from different sources / Bag Charities, Balance Sheet and Income Statement, Members can pick up a copy at Customer Service

**Committee Reports:**

-Nominating: Hasn’t met, but will soon

-Executive: Hasn’t met

-Endowment: Lauren worked on layout for a poster and handout for call to artists. Stephanie had it remade to align with store fonts, colors, etc. Need to get these out to local artists and groups. Lorelei took some to Artel.

-Policy: Hasn’t met

-Fall Membership Appreciation: Lynn has been emailing and planning with Joy. William said one vendor who often donates a lot is not doing well financially

**Treasurer Report:**

* Eric reported on the board budget
* CCMA conference expenses are now showing

**Event Attendance:**

* Stephanie said nothing really- aside from event same day as board retreat
* This last weekend, adoption and pet hydration event onsite

Dave invited Stephanie to share – she reported on guerilla marketing tactics, new cooking class, kids’ classes that have been popular lately

**Board Visionary Time:**

* Board Retreat – Dave confirmed that we are all ok with the agenda- new store visit and lunch will be

William pointed out that November will be very busy prepping for new store opening, so the December meeting will be tough on store staff

* Jena pointed out good to have a brainstorming session
* Kelly pointed out that might be good to have the meeting at the new store
* Would be nice to use it to boost store
* Lauren suggested making a final decision during October meeting

\*Eric expressed concern about the tree in the parking lot

**Adjournment:**

6:56 Tara made motion, Sandra 2nd- all in favor