

Open Harvest Board of Directors

Approved Meeting Minutes

October 4, 2010, 5:35 – 7:35 p.m. at Irving Rec Center
2010 Van Dorn Street

Present BJ Birkel, Kelsi Swanson, Jim Nelson, Keith Dubas, Ingrid Kirst, Bob Hutkins, Melissa Garcia, Flame Alligator, Pepe Fierro, Maggie Pleskac, John Christensen, Miles Bryant, Dave Ozinga, Phoebe Little, Margot Conrad, Alisa Kushner, Jon Ferguson, Hank Van den Berg, Carla McCullough, Mary Rachael

Absent David Murphy, Gail Kendall, Jill Wertz, Sara Moshman

5:35 p.m. Welcome to guests, staff and Board members, with introductions. Accept consensus items: October Agenda approved, July and August Meeting Minutes approval postponed until next Board meeting, and September Meeting Minutes approved as amended. GM Report: accounts payable (\$149,057.) and inventory (\$230,801.) and ratio (.64) shared. Also reported: 20% gain from last year for the first quarter which is lower than projected due to the economy, Customer Count up 12% at 4,331, Member's Sales up 8.17% = \$39,000., Non-Member's Sales up 47.34% = \$136,000., average sale to Members (\$3.38) up 12% and average sale to Non-Members (\$2.52) up 16%. Concerns discussed include the December opening of Trader Joe's, use of Credit Cards and Debit Cards, and the fees per transaction, 1st quarter alone 56.69% of sales for this year, vs. 64.8% of sales last year (fees this year \$12,000., 56.25% by Members, 45.75% by Non-Members), slow annual Membership Drive which could also be influenced by the economy and/or the Pay Forward Program. Announcement of letter from the Near South Neighborhood Association honoring Open Harvest with the President's Award for Outstanding Property Award for 2010.

6:15 p.m. L4: Discussion included monitoring quarterly, annual compliance, quarterly numbers for 3 months looked at during 4th month then accepted during 5th month. Changes to Annual Calendar discussed: Annual Audit Review set for October, Jim Nelson suggested L4 be accepted at the same time as Audit, Ingrid Kirst suggested year end L4 '09 – '10 be presented in November along with 1st quarter of this year. Corrections made to current calendar. Keith Dubas also suggested (as recommended by Jim Nelson and Colleen Nygren) a new L for monitoring labor for overall store on the third Monday of each month, to monitor for trends and costs of operation for the store. Maggie Pleskac suggested this be tied to the GM Report vs.

the Ls. GM Report to include monitoring labor and cost of operation to start in November 2010. No Concerns. Thoughts from Ingrid Kirst regarding L4 for next year will be presented at next month's meeting.

- 6:45 p.m.** Annual Member's Meeting Committee Report: Miles Bryant reported that a committee meeting is planned to organize the November 7th Annual Member's Meeting to be held at the Auld Building from 5:00 to 7:30 p.m., and that postcards will be mailed and emails sent by the second week of October.
- 6:47 p.m.** Policy Committee Report: Ingrid Kirst distributed revised L4. Changes made and approved. No Concerns.
- 6:54 p.m.** Gs: Board Members reported on their assigned G1 through G7: G1 – Sara Moshman and Ingrid Kirst, G2 - Jill Wertz and John Christensen, G3 - Carla McCullough and Miles Bryant, G4 – Hank Van den Berg and Bob Hutkins, G5 - Gail Kendall and Maggie Pleskac, G6 – Jon Ferguson, G7 – Alisa Kushner. Recommended updates include resigning of Board Members to G5.1.1 by Gail Kendall and Maggie Pleskac, changes updated. No Concerns. Alisa Kushner discussed the training of new and existing Board Members, G7.1.1.
- 7:15 p.m.** Potential Store Discounts: Tabled until next month's Board Meeting.
- 7:18 p.m.** Review of 3-5 year Plan and Board/Staff Retreat: No Retreat Planned. Kelsi Swanson will send out budget for future Retreats. Hank Van den Berg suggested the Retreat be scheduled after the opening of Trader Joe's. Miles Bryant suggested the retreat be scheduled after new leadership has taken their positions. Board decided to consider a Retreat for next Spring. No Concerns.
- 7:21 p.m.** Member Equity Withdraw Request: Board approved to return equity. No Concerns.
- 7:25 p.m.** Next Board Meeting: Scheduled for November 8, 2010, This will be the last meeting that Keith Dubas will Chair.
- 7:30 p.m.** Community Partner Programs: BJ Birkel spoke regarding Business Memberships, local business incentives with the criteria being endorsing local businesses.
- 7:35 p.m.** Adjourn

Respectfully Submitted,

Mary Rachael

Next Meeting: November 8, 2010 from 5:30 to 7:30 p.m. at Irving Rec Center.