

Open Harvest Approved Meeting Minutes

September 13, 2010

I. Call to order

Keith Dubas called to order the regular meeting of the Open Harvest Board at 5:45 on September 13, 2010 in Lincoln, NE at the Irving Recreational Center.

II. Roll call

The following persons were present: Jim Nelson, BJ. Birkel, HankVan denBerg, Miles Bryant, Carla McCullough, Margot Conrad, John Christensen, Jill Wertz, Flame Alligator, Melissa Garcia, Pam Hetrick, Melissa Dowty, Sara Moshman, Ingrid Kirst, Keith Dubas, Bob Hutkins.

III. Approval of minutes from last meeting

Keith Dubas asked if everyone had read the minutes from the last meeting as well as the July 2010 minutes.

IV. Open issues

- a) The General Managers Report
- b) The impact of Trader Joe's opening
- c) Upcoming store events including membership, bulk items and case purchases.
- d) Annual Meeting is November 7, 2010. Kelsi Swanson and John Christensen will work on decorations.

V. New business

- a) There was discussion of changing or getting rid of plastic bags for items. Suggested were using boxes instead. Due to their being little room up front it is hard to make these accessible. Members were encouraged to continue thinking about this.
- b) Melissa Dowty discussed the specifics related to using the Vitamer Company as the private buying label and how this relates to L-4 in the handbook. The company was started in 1924 and has been certified as organic as well as approved by the FDA as a pharmaceutical company. They are not a local company however. The company appears to be a good fit with the Open Harvest Mission Statement. The company specializes in matching popular products in other stores. Ninety other CO-OP's use this company. There was discussion on how they would implement an Open Harvest brand. Discussion about if having an Open Harvest brand would make Open Harvest legally liable in any way. The company ultimately would have the liability not Open Harvest. Approval of using the Vitamer company unanimously.
- c) Jim Nelson passed around a Newly revised L-9 This is the implementation of buying guidelines Changes were made and submitted to all board members prior to the meeting.

- d) Finance Committee: Sara Moshman provided a review of meeting with the auditors. She felt the auditors provided a positive report. The auditors believe Open Harvest is in a good position for continuing growth and selling growth. The fiscal loss appears to only be due to the fiscal responsibilities of the building expansion. Sara Moshman also reported that L-4 states that there should always be a \$100,000. in the bank in a reserve of CDs. This will be something that the GM of OH should frequently look at to make sure it is not being utilized. Keith Dubas requested approval of the audit for 2010 and this was unanimously accepted.
- e) The Board discussed policy item L-4 and how we look at finances as a board. We discussed the need to do this quarterly rather than monthly. Miles Bryant and Keith Dubas then suggested looking at the numbers monthly but compliance of L4 on a quarterly basis. Carla McCullough then asked that we change the word “monitor” to “reporting”. Ingrid agreed to make the changes and there were no other concerns noted.
- f) The board will look at how they complete a self evaluation and how this will meet compliance on Gs. Assignments were given to discuss at next meeting.

VI. Adjournment

Keith Dubas adjourned the meeting at 7:08.

Minutes submitted by: Jill K.Wertz

Minutes approved by: