

Hudson Grocery Cooperative
Board Meeting Minutes August 13, 2013

Present: Suzanne Hambleton, Steve Fox, Sarah Atkins¹, Bess Hambleton, Bridget O'Meara², Rachel Centinario

1. Sarah will have to leave early, so Treasurer, Ownership Committee, and Finance Committee reports first:
 - a. Treasurer:
 - i. Two new owners: Jennifer Belisle-Thene and Robert McCabe – Bess moves to approve, Sarah seconds, unanimously approved.
 - b. Ownership & Volunteer Committee:
 - i. New committee member Rachel Centinario
 - ii. Letter to individuals who did not up to household membership and letter to unpaid owner applicants has been drafted and will be sent out, tentatively by next Thursday
 1. Suzanne talked to Julie Fritze, who says she does intend to pay the extra \$20 and will re-up membership – suggests sending self-addressed stamped envelope to these individuals to re-up, as well as the unpaid applicants. Sarah will do this and see if we can keep these members.
 - iii. Committee has been working on participation in the Pepper Fest parade, spearheaded by Angie Rhemus.
 1. Sunglasses were donated by a member Jennifer Brathol to pass out in the parade. Sarah donated labels printed with the HGC logo. We expect to have leftovers to take to future events.
 2. Parade is on Saturday. Walkers should meet up at 10am, expect to be done by 1pm – of course, latecomers can hop in along the way. We will have banners to carry.
 3. Suzanne asked
 - iv. St. Croix Art Festival coming up September 27-28. We understand we can get a booth on the outside, at a cost of something like \$150.
 1. Suzanne moves to approve the cost of the booth. Bess suggests that we get an amount first, or alternatively to amend the motion to approve an “up to” amount. Sarah moves to approve up to \$300 on securing a space at the festival and promotional materials, Bess seconds—unanimously approved.
 - v. Sarah will not be available to attend the Downtown Retail meeting on Wednesday of this week. Suzanne may be able to attend.

¹ Sarah left after item 2.b—voted on that item

² Bridget arrived after item 1.a—did not vote on that item

- vi. Owner celebration party at the marina—September is not going to work, so we’re looking at October for that event.
 - c. Finance Committee
 - i. Report on current bank balance.
 - ii. Recommendation to approve accounting firm Carlson Highland, a firm with extensive experience working with for-profit cooperatives. Suzanne moves to approve, Bridget seconds—unanimously approved.
- 2. Appointment of new board member
 - a. Per by-laws, the board may appoint a member to a vacant seat on the board.
 - b. Suzanne moves to appoint Rachel Centinario to the seat vacated by Cindy Landers, Sarah seconds—unanimously approved.
- 3. Upcoming training opportunities
 - a. CDS Consulting group holding CBL (Coop Board Leadership) training, September 21st, and Cornerstone Conference held by Food Coop Initiative, CDS, and another entity. Suzanne suggests that Rachel and Bess attend this year as board members who will be on for the next couple of years; also an opportunity for Steve and Bridget if they intend to run again for the board in the fall. Steve does not plan to do so, but Bridget is undecided. Sarah may also be interested, and we could also offer this opportunity to Angie Rhemus as a key committee member.
 - i. Suzanne suggests signing up for three spots for the CBL training and whoever among us who is available can attend. Suzanne moves to budget up to \$600 to send three people to this training, Bess seconds—unanimously approved.
- 4. Board Reports
 - a. President: Nothing to report.
 - b. Vice President:
 - i. Bridget submitted the grant application to FCI by the deadline. This is the same grant we applied for last year, and were awarded a scholarship grant for board development. This year we are asking for matching funds to perform our market study. We had additional letters of support this year, from general manager at River Market; Hudson’s mayor; the president of the Hudson of Chamber of Commerce; and other local business owners. FCI apparently has received more applications for this funding this year. Stuart Reid at FCI did email us about our “Uses and Sources” document to ask what we had done with this to tailor it to our co-op, and Suzanne will respond to that.
 - c. Treasurer: See item 1.
 - d. Secretary:
 - i. Bess is still working on the non-profit/for-profit/co-op FAQs.
 - e. Other board members:
 - i. Rachel volunteered as liason between Marketing and Ownership Committees.
- 5. Committee Reports
 - a. Ownership and Finance Committees: See item 1.
 - i. One additional item, Rachel has been working on the volunteer survey, which currently we have set up through Survey Monkey’s free service. This is a good platform but limited to 10 questions for non-subscribers. There is some

additional information we want to

b. Marketing:

i. New trifold brochure developed. Suzanne is looking for someone to look over the brochure language for changes or additions.

ii. Rac