

Hudson Grocery Cooperative Board Meeting Minutes
December 17, 2019 at 6:00 p.m.
701 Second Street, Hudson, WI

Directors present: Melanie Herberg, Tom Robinson, Jacki Bradham, Sarah Atkins, Tracy Yndestad and Pam Brokaw by phone

Directors absent: Tim Hall

1. Call to Order

The meeting was called to order at 6:15 p.m.

2. Approval of Agenda

Motion by Pam to approve the agenda. Second by Tom. Motion carried unanimously.

3. Approval of Minutes

Motion by Pam to approve the Nov. 2019 minutes. Second by Tom. Motion carried unanimously.

4. Officers & Committees

a. Certification of Compliance were distributed to directors and signed

b. Election of Officers

i. President: Melanie

ii. Vice President: Tracy

iii. Secretary: Jacki

iv. Treasurer: Sarah

Motion by Sarah to elect Sarah as Treasurer and Jacki as Secretary. Second by Tom. Motion carried unanimously.

Motion by Melanie to elect Tracy as Vice President. Second by Sarah. Motion carried unanimously.

Motion by Sarah to elect Melanie as President. Second by Tom. Motion carried unanimously.

c. Committee Assignments

i. Owner/Volunteer: Sarah & Melanie will co-chair, other committee members: Amy Noonan, Dyan Anunson and Marty. Upcoming committee meeting are Jan. 7th and Jan 21. The meetings are on the 3rd Tuesday of the month.

ii. Marketing: Jacki and Tracy will co-chair. Other committee members Jill Kivi at Secretary Tom Robinson, Buck Malick, Adele Dolan, Erica Perry, Lindsay and Alex Schubert, Barb and Dave Christensen, Dyan Anunson. Next meeting is on Jan. 9th at 6:30. Monthly meetings on Thursdays but date not set yet.

iii. Finance: None

iv. Steering: Tom chair and other committee members Melanie, Pam and Tim

5. Owner Forum *Opportunity for Owners to make the Board aware of topics/issues/opportunities.*

6. Board Reports

a. President's Report: Thank you Jacki for setup work on the Annual Meeting

b. Vice President's Report: Thank you to officers

c. Treasurer's Report: not much has change other than a few expenses for the .coop domain and the annual meeting expenses

d. Secretary's Report:

i. Google Drive: Tom and Tracy added

ii. Email accounts: Set up Tracy and Tom's gmail accounts to forward to the accounts listed in the board contacts listed on the drive.

e. Other Director's Report: None

7. Committee Reports

a. Ownership & Volunteers

i. Approve New Owners: None

ii. Act Database Review: Sarah gave a review of ACT database

b. Marketing & Communications: it was recommended to work on using the LinkedIn page for marketing. The Committee should work on cross platform, including: Instagram, linked, twitter, FB, Owner emails, Beet, website blog. It was suggested that the Beet includes volunteer hours

i. Dec 5th Committee Meeting Update: it was a good initial meeting with different committee members taking on marketing projects.

ii. Learning Sessions: with Sam Thayer is set for Jan. 7, 6:30 p.m. at the Library

iii. HGC Market Day (Winter Markets) Update: Markets are set for 4th Saturdays, Jan. - April

b. Steering: None

i. New director orientation: packets were sent

8. Old Business

a. HGC owner refunds: Sarah will develop as needed

9. New Business

a. Up & Coming Conference: The conference is on March 6-7. Sarah applied for grant. This is a great conference. At the Jan. meeting we need to decide who is attending

Move to closed session: *per paragraph 30(c) of HGC Bylaws in order to discuss confidential matters such as: labor relations or personnel issues; negotiation of a contract; discussion of strategic goals or business plans, the disclosure of which would adversely impact the Cooperative's position in the marketplace; and/or discussion of a matter that may, by law, be considered confidential.* **Reconvene to open session**

10. Other Business

a. Next meeting Tuesday, January 14, 2020 - 6:00 p.m.

11. Adjournment

Motion by Sarah to adjourn the meeting. Second by Tom. Motion carried unanimously.