

Blue Hill Co-op Board Meeting Minutes
Tuesday, July 15, 6:30-9:00 at the Blue Hill Library

ATTENDING:

Gail Bartlett, Lucy Benjamin (facilitator), Stephen Benson, Betsy Bott (member-owner), Karen Doherty (general manager), Ruth Fiske, Rebecca McCall, Bob Sullivan, Marianne Vandiver, John Vincent (member-owner), and Deborah Wiggs

LAST MONTH'S MINUTES:

Minutes not accepted because of too much employee information. **Karen go through material to approve before it goes into formal minutes; will edit names from June and send to Erich for changes.**

OWNER PARTICIPATION:

None offered. Betsy and John present as prospective board members to observe.

GM REPORT:

A new bulk assistant has been hired.

I am working on contracting a Feasibility Study with CDS Consultant Debbie Susanna. This would cost about \$9,000.

I have removed funds from our CD that was due for renewal. The amount is \$27,543.66. I propose we invest them in the Cooperative Capital Fund of New England. We get to choose our interest rate of from 0 to 4%. It is hoped that we don't ask for more than 3%, because it enables them to make loans to other co-ops at a better rate. I would ask for 2.50, which matched the best rate of the two local banks in town. The loan period is also up to us, with six month minimum. They ARE certified by the US Treasury, not FDIC. Our investment would help other co-ops, and we may sometime soon be seeking a loan from them. There is a 24-page prospectus available at coopcapital.com. I can place the funds into our savings account until next month, giving you time to make a decision. **Treasurer Bob Sullivan will look at options for investment of excess funds in various institutions and report back to Board.**

New Hire

Brian Loring has been hired to become the new Front End Manager. This is a newly created position in the Co-op. The Front-End Manager will be responsible for supervising the Cashier/Stockers, and will be the Manager-On-Duty for the majority of those shifts. Yvonne will graciously stay on until he is thoroughly trained. Many thanks to Yvonne!!!

Leaving us...

This August will find us once again in a place where many cashiers will be returning to college.

Manager-On-Duty

Karen described a new facet of the overall organizational structure, and will now have a designated Manager-On-Duty at all times the store is open. This will happen as soon as Brian Loring is trained.

CAP Meeting in St. Paul

Karen reported on her attendance at the CAP meeting in St. Paul, noting some worthwhile conversations with NCGA Eastern Corridor Development Director Peg Nolan as a highlight of the trip.

Bulletin Board

Karen is working on having designated staff to oversee and organize the Community Bulliten Board.

Clean Water!

The new Ultra-Violet Water Purification system has been installed and is working well.

Rent Increase

Co-op landlord Clint Trowbridge has submitted a rent increase to begin next year Karen has forwarded all of the papers to our Attorney Tony Beardsley and he and I plan to discuss the wording and number this week.

Website

Due to go live this week.

Logo

Our new logo has been chosen, for use soon on all materials that identify the Co-op.

Trends

Karen reported on some industry trends, information she gleaned from her participation at the CAP meeting.

Budget

Is nearly done. Karen is writing a narrative to go along with it.

Inventory

A successful and well organized inventory process was reported.

Josh and Paula From Concord Co-op visit Blue Hill

Two staff from the Concord Co-op in NH came to our co-op and showed us their presentations on Member-Owner Coop education and an Alcohol Sales Training Power Point presentation. Very helpful for our Co-op.

Maine State Liquor Authorities

Karen reported a cashier was observed selling beer to a minor. Tickets were issued, and fines will be paid by the co-op. Several other businesses in town also experienced this.

ANNUAL MEETING:

The one owner, one vote bylaw change will be proposed. Board discussed adequacy of time frame for educating members and self-educating before annual meeting. This will be on agenda for next meeting.

Gail will work with Marianne to gather more information regarding the worker member program.

Annual Meeting is scheduled for Sept 28, 4-6PM. We have secured North Blue Hill grange. Other options could be the Emlen Hall or "new" Odd Fellow's Hall in Brooklin. Content: proposed skit; President, Treasurer and General Manager annual reports and field questions from membership; presentation of board nominees; membership voting re directors and bylaw change.

The Board will have a meeting on August 19, because of the workload. Deborah will facilitate meeting; Gail will work with her to prepare agenda.

D2 BUDGETING AND FINANCIAL REPORT (Karen)

Board questions completeness and accuracy of interpretations and their applications in parts of this report. Karen will revise report and present next month.

B5 BOARD PROCESS (Steve)

The Board accepted monitoring report on board policy B5.

NOMINATING COMMITTEE UPDATE

There is a July 29 deadline for final nominating petitions. Copy needs to go to newsletter August 1.

Newsletter will be mailed August 13 or later. Candidate reception is anticipated the first week in September at the Co-op. John Vincent's nomination is sponsored by the Board.. Two other candidates are self-nominating.

Steve will write short presentation regarding proposed bylaw changes for newsletter. Lucy noted we should let all candidates know that Eileen needs to check petitions before July 29. **Deborah will get names from Eileen and notify candidates.**

NEXT MEETING'S AGENDA

Facilitator (Gail or Deborah), June minutes (Karen), Annual meeting, D1 and D2 (Karen), Connecting and engaging with owners (Steve).

Respectfully submitted, Betsy Bott