

Present: Pres. Jim Sims, Vice Pres. Kellie Hill, Sec. Debi Boen, Treas. Clint Driver, Fran Batzer, Patty Casebolt

Staff Present: GM Anne Carter

REPORTS

The September Medford Food Co-op Board of Directors (**MFC BOD**) meeting was called to order at 6:00 p.m. on 09-21-15.

Minutes of the 08-17-15 **MFC BOD** meeting were submitted. After discussion, **Clint Driver** moved to approve the 08-17-15 meeting minutes as submitted; **Kellie Hill** seconded the motion, which passed unanimously.

General Manager Anne Carter provided a **MFC** financial overview, providing the August 31, 2015 balance sheet, the January-August YTD 2015 Budget vs. Actuals report, and the June-August 2015 Profit & Loss statement. August sales were at \$343K, 4% above budget (and an 8.3% increase over August, 2014). Expenses were at \$102K, or 100% of budget. Net income for August was \$6k, just 46% of budget (YTD net operating income is 100% of budget). **Treasurer Clint Driver** noted that the Financial Committee recently met and has no issues with the financial reports.

GM Carter submitted and presented her written report, with updates in the areas of finance, ownership, public events and significant operational changes. **MFC** added 16 new owners in August, and redeemed one owner share. **GM Carter** reports that the ad hoc Expansion Committee met on Sept. 10 to walk through the annex, review the deli floor plan, and discuss changes. **GM Carter** is to meet with Rod Manning of Curtis Restaurant Equipment and Gary Caperna, architect, to make adjustments to the plan. Parking lot repair has not yet been scheduled. National Coop Grocers (**NCG**) recently conducted its fall meeting, with themes of change and competition. A new **NCG** membership agreement was discussed within each corridor. A few minor changes were suggested that will be incorporated before the final version is released. A recent collaboration with Ashland Food Coop (**AFC**) on management team training and meeting of board representatives has increased communication between our co-ops at several levels. Continuing these efforts will be beneficial to both co-ops within our co-op community and within the larger community. There have been some recent changes to the **MFC** website, and board members are encouraged to take a look. October is Co-op Month; there will be an owner drive during this month; current owners will be thanked with a second \$5.00 off coupon during October. Operational changes at the store include three new hires and two resignations. A previous e-mail vote took place amongst board members in late August, authorizing **GM Carter** to purchase a True model GDM-72-LD refrigerated merchandiser (cooler) from Curtis Restaurant Equipment, at a cost of \$4,062.00.

The President's report included an overview of the Sept. 11 meeting with AFC. Another meeting will be scheduled to take place during January, 2016. There were no issues brought to the Board by owners, but the meeting was preceded by the Quarterly Social event, a time set aside for the mingling of board members and invited members-owners. It was agreed that these events are proving beneficial and should continue; locations will vary.

GM MONITORING REPORT

The September GM Monitoring Report concerned Policy B3, Asset Protection. **GM Carter** submitted a report detailing interpretation, operational definitions, and supporting data (a copy of this report will be filed with other monthly board documents). She was able to report compliance with all sections of this policy.

OLD BUSINESS

Travel arrangements were made for upcoming board trainings in Sacramento, CA and Hood River, OR.

NEW BUSINESS

No new business was discussed at this meeting.

ADJOURNMENT

Clint Driver moved to adjourn the meeting at 7:50p.m.; **Debi Boen** seconded the motion, which passed. The next regular **MFC BOD** meeting is scheduled for Mon., Oct. 19, at 6:00 p.m. at the law offices of **Pres. Jim Sims** (225 W. Main, Medford). Members-owners, staff, and the public are welcomed and encouraged to attend; snacks available. The Finance Committee will meet before the Oct. 19 full Board meeting.

Please see below for an Action List and a Motion Synopsis.

Respectfully Submitted,

Debi Boen

Debi Boen

ACTION LIST		
TARGET DATE	ACTION	RESPONSIBLE PARTY
ASAP	write & distribute minutes; begin Oct. agenda; update tracking spreadsheets	Debi
ASAP; report 10-19-15	Research availability of Death Certificates	Anne
10-19-15	Scheduled monitoring report B1 Financial Condition)	Anne
10-19-15	Update B5 (development of customer satisfaction survey)	Anne
January (TBA)	Meeting w/AFC	Sub-group
December (TBA)	Quarterly Social due	All Directors
10-17-15	Training (Hood River)	All Directors invited

MOTION LIST 09-21-15			
MOTION	1st	2nd	PASS/FAIL
Approve 08-17-15 minutes as submitted	Clint Driver	Kellie Hill	Pass (unanimous)
Adjourn	Clint Driver	Debi Boen	Pass