

August 18, 2019
Board Meeting Minutes

Attendees:

- Annie Mullin
 - Mike Mullin
 - Ron Hagen
 - Chuck Baechler
 - Jen Moos
 - Michelle Grant
 - Jen Dahle
 - Jan Mullin
1. Approve minutes from March 30
 - a. Annie moved to approve, Michelle seconded – passed unanimously
 - b. monthly email activity summaries – Jen D. needs to recap everything we've done via email so we have a written public record
 2. Annual membership meeting report
 - a. 13 members and 5 nonmembers attended, 3 members voted via email
 - b. Board elected unanimously
 3. Election of officers
 - a. chair (Annie Mullin), vice chair (Michelle Grant), and secretary (Jen Dahle) re-elected, unanimously
 - b. new treasurer elected: Mike Mullin
 4. Reimbursement request
 - a. \$136.72 to Annie for flyers, forms, etc. – Annie moved for approval, Mike seconded – passed unanimously
 5. Treasurer's report
 - a. report on checking account
 - b. taxes due Oct. 15, will get them finished after the pop-up market
 - c. \$83.20 for domain renewal, paid via debit card on July 1, 2019
 6. Planning grant report
 - a. \$600 short, but gained 11 new members and \$300 in stock in the week between meeting and deadline
 - b. finally received the third unique identifier we needed July 20
 7. Event reports
 - a. \$12.79 per event for energy bites (4x the recipe)
 - b. Pride and National Night Out were both productive
 8. Upcoming events
 - a. Pop-up market at Gather: August 24, 2019, 10 a.m. – 2 p.m.
 - i) 5 producers to be at the event
 - b. NESD Holistic Fair: Ramkota in Watertown, September 21, 2019, 10 a.m. – 3 p.m.
 - i) complementary table

9. Timeline for market for events – Annie will make
10. Report of conversation with financial consultant
 - a. will request hourly data price
 - b. estimate of \$6,000 to redo work Annie's already done and that matches the unpublished averages he shared
 - c. estimate of \$10,000 for marketing analysis (different person)
11. Budget discussion
 - a. Best to hold off on consultations unless we see a dire need.
12. Stocks paperwork discussion
 - a. Stock forms look good
 - b. Dates stock available: March 31, 2019 through September 30, 2020
13. Moving forward
 - a. Member drive
 - b. Capital campaign
 - c. Need 15 big investors
14. Non-discrimination policy
 - a. Mike moved to approve policy as written, Annie seconded, passed unanimously
 - b. Watertown Love ally business directory inclusion approval – Jen moved to approve, Annie seconded – passed unanimously
15. Other business
 - a. Updated product and producer policy – Annie moved to adopt the product & producer policy as currently written – Jen seconded – passed unanimously (Note from Annie: It was actually adopted January 19, 2019 – I missed that info on the original file, so we actually just adopted the minor changes made)

Current membership totals:

- 60 individual members
- 1 institutional member
- \$1,100 in stock (\$600 in cash, \$500 in kind)

Approved October 6, 2019

Treasurer's Report
August 18, 2019

	Details	Total
Balance May 19, 2019		\$3,337.19
Income		
Memberships		\$2,500.00
Individual	\$2,000.00	
Institutional	\$500.00	
Stock		\$300.00
Total income		\$2,800.00
Expenses		
Marketing		-\$477.13
Supplies	-\$354.51	
Events	-\$39.42	
Domain renewal	-\$83.20	
Grant expenses		-\$7.35
Total expenses		-\$484.48
Balance August 18, 2019		\$5,652.71

Business cards, flyers, forms, tablecloth, signage
 groceries to make energy bites to hand out (Earth Day, pride, NNO, pop-up market, holistic fair)
 one year renewal (July 31, 2019-July 30, 2020)
 postage for notarized letter to SAM.gov

COTEAU COMMUNITY MARKET POLICY: NON-DISCRIMINATION

We want everyone to feel welcome and safe in the market.

Coteau Community Market does not and shall not discriminate on the basis of race, color, religion (creed), gender, gender identity, gender expression, age, national origin (ancestry), disability, marital status, sexual orientation, or military status, in any of its activities or operations. These activities include, but are not limited to: hiring and firing of staff, selection of volunteers, producers, and vendors, and provision of services. We are committed to providing an inclusive and welcoming environment for all members of our staff, members, volunteers, producers, vendors, contractors, and patrons.

Coteau Community Market is an equal opportunity employer. We will not discriminate and will take measures to ensure no discrimination in employment, recruitment, advertisements for employment, compensation, termination, promotion, and other conditions of employment against any employee or job applicant on the basis of race, color, religion, gender, gender identity, gender expression, age, national origin, disability, marital status, sexual orientation, or military status.

Adopted August 18, 2019