

Agenda
Coteau Community Market
Board of Directors
May 23, 2022 Virtual Meeting

1. Motion to appoint Catherine Gjerdingen to fill the term ending 2022
2. Motion to approve the minutes from the April 4, 2022 meeting
3. Taxes paid this year
4. Motion to accept Financial Report
5. Motion authorize payment of QuickBooks one year subscription - \$266.24
6. Motion to authorize reimbursements:
 - 6.a) Annie \$9.20 for printing
 - 6.b) Mileage reimbursement for Mike is \$55.69 (58.5 cents per mile x 95.2 miles)
7. Motion to authorize purchase of QuickBooks point of sale software
8. Update on lease revisions
9. Update on capital campaign
10. Annual meeting
11. Open
12. Adjournment

Coteau Community Market
Board Meeting, April 4, 2022
Via Google Meet

Meeting called to order by board chair Annie Mullin at 6:28 pm. Members present: Ron Hagen, Jen Moos, Annie Mullin, Mike Mullin, and Carmen Redlin. Also present: Jan Mullin and Roberta Hagen.

Motion by Carmen and second by Jen to approve the minutes from the March 8, 2022, meeting. Motion passed unanimously.

Financial report (attached) was presented.

Motion by Ron and second by Jen to adopt the General Manager's Job Description (attached). Motion passed unanimously.

Discussion of the Diversity, Equity, and Inclusion Statement (attached) proposed by Annie. There were several questions about why have this statement. Annie will email some links to examples and clarification.

After discussion Ron made the motion that the Market should pursue doing more bulk orders if there is enough interest and that they could be open to nonmembers. Second by Jen. Motion passed unanimously.

During discussion of the lease and needing to meet with Eric Skott to talk about changing the date for signing, Mike made the motion that he and Annie be authorized to offer to pay the deposit without signing the lease. Second by Ron. Motion passed unanimously.

An update on the capital campaign (attached) was presented.

During discussion of continuing fundraising, Mike stated that there was no need to stop if we don't sign the lease.

Mike suggested that it is not necessary to have a meeting in May since all that is being worked on is fundraising. The rest agreed.

On the open:

- Annie requested reimbursement of \$22.96 for printing and the Google Meet subscription for two months. Motion by Jen and second by Ron. Motion passed unanimously.
- Annie will submit an extension on the 2021 taxes in case the accountant cannot get them reviewed.
- Annie will reserve a park shelter for the annual meeting that will be on June 11, 2022. It should cost \$25.00 to reserve.

Meeting adjourned at 7:00 p.m.

Mike Mullin, Secretary

Annie Mullin, Chair

Approved Date

Financial Report

May 23, 2022

	Details	Total
Balance April 3, 2022		\$28,538.03
Income		
Membership equity		\$500.00
Individual	\$500.00	
Institutional	\$0.00	
Student	\$0.00	
Stock		\$0.00
Donations		\$0.00
Member sales		\$1,479.33
Non-member sales		\$61.13
Sales tax collected		\$100.13
Sales tax collection allowance		\$0.00
Total income		\$2,140.59
Expenses		
Administration	-\$44.43	
COGS	-\$377.48	
Fixtures	\$0.00	
Governance	-\$25.00	
Legal	\$0.00	
Marketing	-\$59.50	
Operating	-\$39.26	
Sales tax remitted	\$0.00	
Taxes	-\$231.00	
Total expenses	-\$776.67	
Balance May 22, 2022		\$29,901.95

5 new members

2022 Q2 partial

taxes, stock paperwork, board packets, Google meet

steak burger, barley

picnic shelter reservation for 2022 annual meeting

membership forms, signs, Later monthly fee (2 months), Pride credit card fees

2021 federal taxes

Capital Campaign Summary				
May 13, 2021 through May 22, 2022				
What	Pledged	Received	Outstanding	Count
Stock	\$44,400.00	\$13,400.00	\$31,000.00	19
Direct donations	\$1,560.00	\$1,560.00	\$0.00	8
Tax-deductible donations	\$7,650.00	\$7,650.00	\$0.00	7
Memberships	\$7,500.00	\$7,500.00	\$0.00	60
Totals	\$61,110.00	\$30,110.00	\$31,000.00	
campaign goal	\$120,000.00			
% of goal	50.93%			