

Agenda
Coteau Community Market
Board of Directors
October 2, 2023
1192 4th Street NW
Watertown, SD

1. Motion to approve the minutes from the July 10, 2023, meeting
2. Financial report
3. Reimbursement to Annie for mileage to Milbank for Stengel open house
4. Feedback on marketing at the fiber fair
5. Capital campaign
6. Discussion of small business loans
7. Open
8. Adjournment

Coteau Community Market
Board Meeting, July 10, 2023
At 1192 4th Street NW
Watertown, SD

Meeting called to order by board chair Annie Mullin at 4:57 pm. Members present: Catherine Gjerdingen, Ron Hagen, Annie Mullin, Jan Mullin, and Mike Mullin. Also present: Roberta Hagen.

Motion by Catherine and second by Jan to approve the Revised Agenda. Motion passed unanimously.

Motion by Jan and second by Ron to approve the minutes from the April 4, 2023, meeting. Motion passed unanimously.

Annie presented the Financial Report (attached). During discussion Annie informed the board that checks need signed for Rockwell and Stengel orders and that there were 7 orders for the bulk buy. She reminded the Board that as in the past she pays the bulk price for her work to setup bulk orders. Annie also reported that she had checked on the cost and paperwork required to enable sending mass texts about meetings to all members and said that it will need to wait until after the store opens.

Motion by Jan with second by Ron to amend the definition of regional in the product and producer policies to read "Iowa, Minnesota, Nebraska, North Dakota, and South Dakota." Motion passed unanimously.

On the capital campaign, Annie reported she will send links to board for possible grants for members to look over before she starts doing the paperwork. She reported that the grant application to Avera was turned down.

During discussion on how to market the co-op Annie suggested buying stickers to go in car windows and yard signs for members to put up. The board concurred that 200 stickers should be purchased for a cost of approximately \$140. It was decided that the yard sign idea should be put off until a later time. During discussion Ron suggested putting ads in "Tidbits".

Catherine made the motion and Jan seconded that the annual meeting date should be changed to the first Saturday in June. Motion passed unanimously. During discussion it was reported that there was a great response to having postcards mailed out for the annual meeting notice.

Annie and Mike reported on questions that has been raised by members. Mike asked for guidance and how to answer an email from one member. Catherine suggested that he answer with a question as to whether or not she had received his previous email with the answers she had to the questions she asked.

Motion by Ron to reimburse Annie \$65.15 for printing postcards, forms, and flyers. Second by Catherine. Motion passed unanimously.

Motion by Catherine to approve a \$600 in-kind stock payment to A. Mullin for two years' worth (August 2021 through July 2023) of web hosting. Second by Ron. Motion passed unanimously.

Motion by Annie to reimburse Mike \$62.23 for mileage for picking up the bulk order in Milbank. Second by Ron. Passed unanimously.

On the open:

1. Mike pointed out that if each current member would purchase \$425 in stock the market could open.
2. Next meeting will be on October 2nd.

Meeting adjourned at 7:58 p.m.

Mike Mullin, Secretary

Annie Mullin, Chair

Approved Date

DRAFT

Financial Report

October 2, 2023

	Details	Total	
Balance July 7, 2023		\$3,438.97	
<i>Income</i>			
Membership equity		\$0.00	
Individual	\$0.00		
Institutional	\$0.00		
Student	\$0.00		
Stock		\$0.00	
Donations		\$0.00	
Member sales		\$0.00	
Non-member sales		\$0.00	
Sales tax collected		\$0.00	
Sales tax collection allowance		\$0.00	
Total income		\$0.00	
<i>Expenses</i>			
Administration	-\$33.81		printing (forms, flyers) and supplies (paper, labels)
COGS	-\$653.15		bulk order
Fixtures	\$0.00		
Governance	-\$46.40		annual meeting postcard printing (reimbursement)
Legal			
Marketing	-\$226.53		stickers, NCFE demo booth
Operating	\$0.00		
Sales tax remitted			
Taxes	\$0.00		
Total expenses	-\$959.89		
Balance October 1, 2023		\$2,479.08	Reliabank checking account
Reliabank CD		\$25,000.00	deposited March 2, 2023; matures December 2, 2023

2023 South Dakota State Sales Tax Remitted by Coteau Community Market

Quarter	Sales tax state	Sales tax Wtn	Sales tax total	Taxable total	Tax due	Tax collection allowance earned (1.5% of taxes collected)	Amount remitted	Date remitted	Confirmation number
Q1	\$0.000	\$0.000	\$0.000	\$0.00	\$0.00	\$0.00	\$0.00	04/02/2023	1142027822463842285
Q2	\$57.19	\$25.42	\$82.61	\$1,270.80	\$82.61	\$1.24	\$81.37	07/11/2023	1164016822463977135
Q3	\$0.000	\$0.000	\$0.000	\$0.00	\$0.00	\$0.00	\$0.00	10/01/2023	1130501822464113901
Q4	\$0.000	\$0.000	\$0.000	\$0.00	\$0.00	\$0.00			
Total	\$57.190	\$25.420	\$82.610	\$1,270.80		\$1.24	\$81.37		