

Coteau Community Market Board of Directors  
Minutes of the January 15, 2020  
Regular Meeting  
215 9<sup>th</sup> AVE SE  
Watertown, SD

Board Chair Annie Mullin called the meeting to order at 9:49 a.m. at Vice Chair Michelle Grant's business (The Princess and the Pea Massage). Members present: Annie Mullin, Michelle Grant, Mike Mullin, Jan Mullin, Chuck Baechler; Jen Moos present by phone.

Motion to approve minutes of the October 6, 2019, meeting by Chuck, seconded by Jan. Motion passed unanimously.

Treasurer's report: see attached. Motion by Michelle, second by Chuck, to accept the report. Motion passed unanimously.

Board member vacancy: Ron Hagen resigned. Board members are to look through the membership spreadsheet to see if they know someone who would be good and could be persuaded to join the board. Annie will resend the link via email to the board.

Current membership report: 71 members total. 69 individual members, 1 institutional member, 1 student.

Approval of requests for reimbursement: Chuck made the motion, Michelle seconded to approve \$53 for marketing materials (printing) to Annie. Motion passed unanimously. Chuck made the motion, Michelle seconded to approve \$330.04 for Northern Plains Sustainable Ag Society conference (Jan. 22-26) to Annie for lodging and mileage. Conference expenses of \$262.85 (registration and meals) are covered by Annie's volunteer work at the conference. Motion passed unanimously.

Pop-up market report: Annie made a report about the Dec. 7, 2019, pop-up market at Gather. The vendors: Vivia, LLC; Little City Farms; Pixie Acres Flower Farm; Hyatt Family Farm; and Frosty Acres Ranch. Coteau Community Market sold organic black turtle beans, organic hulled barley, and the reusable market bags. It was again a very successful endeavor for the market, the vendors, and Gather.

Michelle made the motion and Jan seconded: bulk ordering is a membership perk available now. Cost to members will be: wholesale price + 35% mark up + sales tax + expenses. Ordering will be available on the website for a one-week window each time. Prepayment is required. If there is an insufficient quantity ordered, payment will be refunded. Motion passed unanimously. Chuck suggested setting up a bulletin board to facilitate members to split bulk orders among themselves. Annie will set up a forum on the website for that purpose. Chuck suggested Annie should be paid 5% of the order for time spent on this. No action was taken. Michelle offered use of her business as the pick-up location for bulk orders.

Drawing for winner of the CCM bag from newsletter sign-ups through 2019: Jen randomly chose #57, Eileen Wientjes. Annie will contact Eileen.

First membership push: to begin February 1st for a month on Facebook with paid ads and regular posts with infographics. Chuck has a source to contact for marketing advice and Annie will talk with member

Amanda Forsthoefel about marketing as well. Annie will be working on the short introduction video for the market. Chuck volunteered to help.

Motion made by Jan, seconded by Michelle, to take market member Ron Hagen's suggestion for a membership recruitment incentive: for every ten new paid members who join, the member whose name is written on the referred by line on the membership form will receive one Class B \$100 stock certificate. Motion passed unanimously. For example, member Jane Doe recruits fifty new paid members and receives 5 stock certificates, valued at \$500 total.

Other business:

A. Annie purchased two NOLO legal books on employment law and employee handbook forms.

B. Annie will be meeting with Jan DeBerg at the Watertown Community Foundation on January 20th to encourage the foundation to invest in the market.

C. Annie will be meeting with the Mothers of Preschoolers (MOPS) group on January 16th.

D. Jen reported on the meeting with her book club in Webster.

E. Annie will set up another meeting with Chris at the Watertown Development Company to talk about the USDA Rural Business Development grant and marketing.

F. Discussion about the library community room policy.

G. Discussion about board meeting frequency: at some time in the future we will go to regularly scheduled (quarterly?) meetings.

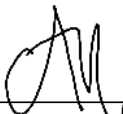
H. Discussion about the USDA Local Foods Promotion Program grant: consensus was to wait to apply until closer to opening the store.

Meeting adjourned: 10:51 a.m.



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Mike Mullin, Secretary



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Annie Mullin, Chair

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March 2020

Approved Date