

Coteau Community Market Board of Directors  
Minutes of the May 17, 2021  
Regular Meeting  
Virtual Meeting via Google Meet

Board Chair Annie Mullin called the meeting to order at 7:32 p.m. Members participating: Brad Drake, Annie Mullin, Mike Mullin, Jan Mullin, and Stacy Roberts. Members absent: Jen Moos and Bruce Stauffer.

Motion to approve the Minutes from the April 15, 2021, and the May 1, 2021, meetings by Stacy Roberts and second by Jan Mullin. Motion passed with four votes.

The members present agreed that the motion passed by email to “hold the annual meeting at 1:00pm, that we NOT have a potluck in conjunction with the annual meeting because of the pandemic, that masks and social distancing be required” was still what they wanted to do.

Motion to approve the Treasurer’s Report by Stacy Roberts and second by Mike Mullin. Motion passed with four votes.

Motion by Mike Mullin to appoint Brad Drake to finish Michelle Turbak’s term on the Board that ends in June 2022. Second by Stacy Roberts. Motion passed with four votes.

Annie reported that she had met with the new Director of the Watertown Development Corporation (WDC) and two of his staff and that the only funding currently available was a five year loan through downtown Urban Renewal.

Annie asked that Board members come up with people to be on the capital campaign committee who are good at raising money and who know people with money. Annie is meeting with CDS of MN to establish a Memorandum of Understanding (MoU) as a fiscal sponsor for tax-deductible donations.

Discussion of the compiled lists (attached) started with Mike pointing out that as a governing board that going into this fine a detail is not the norm and is only being done because there is not a general manager at this time. During the discussion it was agreed that not all things on the lists were likely to be possible when the store first opens and that the things with the higher numbers would be given the most priority.

Annie reported that she was informed by the local representative of the State Department of Health that the store would not require a DOH food service license as there will be no food preparation in the store. That means no triple sink required, nor an additional hand-washing station. Discussion ensued about various licenses needed by the store (none other than current sales tax) and by the producers for specific products like meat, eggs, and dairy and about what licenses are required in other states.

The annual meeting will be held at 1:00pm on June 12, 2021, at the shelter in McKinley Park. Maria Gruener has agreed to run for Jan’s position on the board. Annie will run again.

On the open:

1. Brad asked if the location on Hwy 212 was being kept in mind as a fall back if the one on Kemp fell through. Discussion followed about the status of interactions with both owners. Annie will update

both on the reduced need for remodeling since we will not have to have Department of Health inspections. Stacy offered to do any drawing that may be needed to show the owners.

2. Brad said that he is in contact with the developer who is doing The Lofts and will ask him about cost for a store space there.

3. There was talk about how to raise awareness of the co-op.

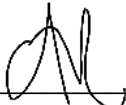
4. Stacy will have co-op fliers at her table at the Pride in the Park and said she would welcome any help.

Meeting adjourned at 8:34pm.



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Mike Mullin, Secretary



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Annie Mullin, Chair

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October 9, 2021

Approved Date

## SERVICES

mill for bulk items: 4  
accept all forms of payment: 4  
hospitality table: 4  
online/phone ordering: 4  
curbside/delivery: 4  
special/bulk orders: 4  
classes: 3  
email receipts: 2  
hours: 2  
guest wifi: 2

## PRODUCTS

bulk: 5  
meat: 5  
produce: 4  
green living: 4  
eggs/dairy: 3  
purified water: 2

## POLICIES

no single-use bags/containers: 5  
accessibility: 4  
food safety: 4  
employee benefits/wages: 3

policies have written already, just need adopted:  
annual meeting  
patronage refunds