

Coteau Community Market
Board of Directors
July 7, 2025

1192 4th Street NW
Watertown, SD

Chair Annie Mullin called meeting to order at 8:49am. All board members present: Annie Mullin, Chair, Ron Hagen, Treasurer, Mike Mullin, Secretary, Jen Moes, and Jan Mullin.

1. Motion to approve the minutes from the May 19, 2025 meeting. Jen moved and Jan seconded. Passed unanimously.
2. The minutes from the 2025 annual meeting were reviewed. No changes needed.
3. Financial report: Annie explained the report.
4. Discussion of general manager job description
 - Jen made the motion that the manager's pay rate should be changed to \$20 to \$25 per hour. Second by Ron. Motion passed unanimously.
5. Annie reported that she had found a point of sale (POS) system that has all the things needed and that it cost way less than the other systems.
6. Stock dates in paperwork
 - Motion by Mike that the year of end date be changed to 2030. Second by Jan. Motion passed unanimously.
7. Proposed updates to producer and product policy
 - Jan moved that the producer policy be changed to read "...encouraged to be members." Second by Jen. Motion passed unanimously.
8. There was discussion about mailings to contact area producers just before the store opening. Jen suggested that the letters include print copies of the paperwork and that the producers be called before the letters are sent to let them know the letters are coming. She also said she would donate some stamps for the postage.
9. Annie reported that she is starting to plan workshops with state and extension experts (federal and state legal requirements, food safety/good agricultural practice standards, etc.) and food quality acceptance guidelines.
10. Annie reported on the order frequency and amount for orders from Co-op Partners Warehouse and other wholesale accounts. She asked Jen about the status of the meat processor start up in Webster. Jen will find out what she can.
11. Location updates
 - Post office will not allow a truck to park in the back lot to unload.

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- Estimates for work needing to be done by the landlord and for work the coop is willing to pay for were presented. The contractor wants a down payment and signed contract in order to keep the time committed.
- Bathroom will require extensive work to be made ADA accessible.
- Annie has shared an option with the landlord for a rubber ramp for the front entrance.

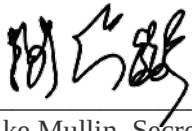
12. During the discussion of the go/no go options if the grant is or is not approved the consensus was that the landlord would have to agree to a one year lease and to pay for the improvements that would be to the building. Jen made the motion that if the landlord agreed to a one year lease and to do his share of the improvements that Annie be authorized to sign the lease. Second by Ron. Motion passed unanimously.

11. Annie showed some ideas for window graphics content and asked for suggestions. Jen suggested pictures. One idea was a picture of a crop in the field with or without a farmer.

12. Open: Nothing

13. Next meeting to be in August with the date to be determined.

Adjourn 10:24 am.



Mike Mullin, Secretary



Annie Mullin, Chair

April 15, 2026

Approved Date