

**Spiral Natural Foods  
Board of Directors Meeting Minutes  
January 14, 2019 at 6:30pm**

**Location of Meeting:** Home of board member, Renee Thompson.

**Attendees:** Alex Mohrbacher, Matt Malecha, Sue Taylor, Tammy McGinn, Renee Thompson.

Called in: Nikki Milton and Lynn Gannon

**ADMINISTRATION 6:38pm**

- **Call to Order** Sue motioned to call meeting to order; 2<sup>nd</sup> by Renee. Motion passed

**DECISIONS**

- **Consent Agenda 6:40pm**
  - Minutes of December Meeting
  - Executive Minutes of December Meeting
  - AgendaSue motioned to approve consent agenda and B7. 2<sup>nd</sup> by Alex. Voted; passed

**Board Decisions 6:45pm**

- **Sign Code of Conduct** – David, Tammy, Sue, Alex, Renee signed tonight. Nikki & Lynn will need to sign and give to Renee to file.
- **Monitoring Reports**
  - **C-Policy: Global Governance – overview**
    - Each board member to review an overview of C-policies. No questions.
  - **D-Policy: Global Board of Directors Management –**
    - Each board member to review an overview of C-policies. No questions.
- **Appointment of Board Positions Nominations –**
  - **Alex motioned the following nominations:** Renee for secretary, Tammy for treasurer, Sue for Vice President, and Lynn for president. David 2<sup>nd</sup>. Voted. Passed.
  - **Elected Positions**
    - **President** - Lynn
    - **Vice President** - Sue
    - **Treasurer** – Tammy
    - **Secretary** – Renee
- **Standing Committee Charters**
  - **Recruitment Committee** – Renee nominates Alex and Sue. 2<sup>nd</sup> by Tammy. Voted. Passed.
    - **Elected** Alex and Sue
  - **Communications** – Alex nominates David, Sue and Nikki. 2<sup>nd</sup> by Tammy. Voted. Passed
    - **Elected** David, Sue and Nikki
  - **Expectations of committees** - Start a dialogue in February meeting from board of expected goals. Lynn will help each committee set goals.

**GM Reporting 7:09pm**

- **Store Report**
  - Increase 7.9% sales in December. Best December sales ever. Quarter is running at 7.2% ahead of planned growth. Average sales up ~ \$300
  - Seven (7) new members in December
  - Another cooler failure on Christmas day. New service did not communicate cooler failure. Total product loss was \$4,256 (retail cost). Same fuse that blew in November. Matt in contact with a new monitoring company. The former company refunded fee. New system is being shipped on January 21<sup>st</sup>.
  - New produce manager, Amy. Cody resigned.

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- Round-up donations of \$309 went to Hastings Band Boosters
- **Store Events**
  - Celebrating 40<sup>th</sup> year in business. Event will be on February 9<sup>th</sup> from 9am-5pm. Offering 5% for everyone and 10% for members-owners.
    - Board help on day of event – Sue, Lynn, Renee
    - Matt needs help on days before as well
  - “Meet the Farmer Day” on March 16<sup>th</sup>
- **Assistant Store Director** – Matt is exploring the possibility of hiring this position. He will review the budget to make sure the store can handle in the extra labor costs.

Renee made motion to move out of closed executive session at 8:42pm. Sue 2<sup>nd</sup>. Motion passed

**Board Budget**

- Have the board agree on what should be included on board budget.
- Tammy gave a handout for board to review and discuss at next board meeting

**Board Activities:**

- Board tours to other sites – January 20<sup>th</sup> – Winona and possibly Northfield

Sue motioned to adjourn. Alex 2<sup>nd</sup>. Meeting adjourned at 8:48pm

Next meeting, February 11<sup>th</sup> at 6:30pm, location TBD.