

ASM Board Meeting

January 3, 2019

Heather Sturgill's House

Attending:

Directors – Kristen Barker, Caitlin Burnett, Eli Garcia, Heather Zoller, Ellen Vera

General Manager - Christopher DeAngelis.

Community Owners - Heather Sturgill, Julie Goodrich

1. Initial Business

- Check-Ins
- Approval of agenda
- November Board Meeting Minutes approved by Board with minor changes

2. Community Owner Report

- 3 new owners, now totaling 1278
- Received \$3000 subordinated owner loan

3. Status of Project - Joint Project Committee

- Meeting will take place next Wednesday
- 2 sources of delay. One is that PNC has halted all New Market Tax Credits (NMTC) until they understand the new tax environment. No word on when they will re-start. We have a few other sources to consider. The second delay is waiting to hear from Finance Fund about the exact amount they want ASM to have in cash on hand or pledges on the operations side. Kristen, Christopher and others will meet with the VP of Lending tomorrow.
- NEST: we do not have a lease agreement yet.

4. Financial Reports – Finance Committee

- Total income \$933K; Net income \$52,330. Total assets \$193,028.
- Key Figures raised their rate to prepare taxes (\$650 for 2018 taxes). The committee investigated Wegner's as an alternative, but their rate would be \$1000. Therefore, the committee made a motion to use Key Figures for taxes and bookkeeping for 2019 and revisit the decision next year. All in favor.
- The committee meets the hour before the board meeting, location TBA.

5. Building Committee

- Revocable street permit has been granted.
- Abatement on the building has been completed. We should notify the public through the newsletter.
- We are waiting on completing financing to start the bidding process. In the meantime, the group is working to finalize the floor plan with CDS Consulting and AWG (consulting covered by recent subordinated loan).
- Eli is working on streamlining information about warranties, maintenance,
- We will discuss the venting hood at the next meeting.

6. Communication Committee

- Checking into monthly newsletters reaching people, and thinking about newsletter distribution, FB posts on-going. Discussion of using mailchimp to post newsletter to FB.
- Website is being updated
- Fundraising communication plans in development.
- Meets every other Wednesday at 8:15 AM at Silverglades. Eli would like to be added to email list.

7. HR Committee

- Christopher DeAngelis is now an employee rather than a contractor. Check-ins will begin with committee.
- Christopher will take leave from Jan. 25th to Feb. 25th
- Discussed board opportunities to fill in gaps during that time (community council, farmers market, meeting agenda). Send meeting agenda items to Heather Zoller for collection.

8. Fundraising Committee

- Phone screening of fundraising position candidates has taken place. Volunteers solicited to participate in interviews.
- Timeline shared for fundraising campaign.
- Full roll-out of campaign in April.

9. Volunteer Committee

- Heather Sturgill is spearheading a fundraiser at Red Rose on February 11th at 5:00 PM. Tickets will cost \$30 plus a cash bar. There will be games and a wine pull. Board will donate wine.
- The committee requests \$50-\$75 for expenses. Motion to approve (KB) – all in favor.

10. GM Report

- Board Diversity Consultant : Proposal forthcoming from potential consultant. The consultant is a former manager at the Mariposa Food Co-Op, worked with the Philly Cooperative Alliance, and works with CDS Consulting.
- Discussion of sending board members and others to the Up and Coming Food Co-op Conference in Milwaukee Friday 3/1-3/2. Scholarships are available – applications due Jan. 14th. Organizations must match scholarship by 1-3 ratio.
 - Board agreed to help fund travelers for a total of \$3000 or less.
- Elections:
 - Task force formed to research best practices. KB, HS, HZ, and Julie volunteered.
 - Note that Cooperative Grocer is a good source for voting information, as well potential discussion with Stuart at Food Coop, Inc.

11. Board business:

- Discussion of location for board meetings. We will investigate Happen and Toy Lab, Red Rose, Melt.
- Discussion of how to manage two elected board members who are no longer participating in meetings or remaining in touch. We will seek to reach out to these members.
- Discussion started about possibilities of updating the bylaws. Will continue at the next meeting.

12. Other items

- Up for Grabs takes place January 26th – ASM volunteers with shirts would be greatly appreciated. Volunteering can take place between 8 AM and 7 PM. Event 12-4.

13. Next Meeting: Thursday February 7th Location TBA

14. Meeting adjourned.