

FREE RANGE FOOD CO-OP – Board Meeting Minutes

May 4, 2023

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Directors: Lois Bendix, Tom Connolly, Casey Dabrowski, Shara Dabrowski, Brandon Otway, Ellen Smilanich, Lydia Williams

Staff: N/A

Absent: Garrett Holl

Guests: None

Late arrivals/early departures: None

Call to Order: Brandon called meeting to order at 6:30pm

1. Welcome and Introductions
2. Closed session for logo discussion called at 6:30pm
 - a. Discussion: Based on feedback received after the last vote, the marketing team has received a few new color options.
 - b. Outcome: Jackie Otway led us in a review process to guide the final decision, and compiled feedback to bring back to the Marketing Team for final tweaks.
 - c. Recalled to order as a public meeting at 7:13pm.
3. Additions/Deletions to the agenda:
 - a. This agenda has 107 minutes scheduled.
 - b. There are 0 extra minutes for topic extensions/additions.
4. Public comment acknowledgement: No comments
5. Outstanding Tasks: Reviewed
6. Co-op Correspondence: None
7. Team Check-ins:
 - a. Board Development: Will be meeting on Thursday 5/11 to review election policy updates.
 - b. Business Plan: No updates.
 - c. Community Investment Campaign: Met on Monday with Katie.
 - d. Finance: No updates.
 - e. GM Search: Done with compensation package draft, this team is on hiatus now.
 - f. Marketing: Meeting next Tuesday to review logo feedback.
 - g. Owner Engagement: Finalizing restructuring of team duties.
 - h. Site Selection: Still waiting for information from the city.
8. **Old Business**
 - a. Grasshopper VOIP System - POSTPONED
 - i. Discussion: Status update on getting this system set up for the OE team to use.
 - ii. Outcome: Implementation Date for VOIP system
 - b. Partial Payments/Ownership Application Process - POSTPONED
 - i. Discussion: Status update on ability to make partial payments online.
 - ii. Outcome - Informational
 - c. CIC Coordinator RFP
 - i. Discussion: Reviewed Request for Proposal for the campaign coordinator position.
 - ii. Outcome: Answered remaining questions and identified needed updates.
 - iii. Assignments:
 1. Shara will update the RFP and bring it to the next meeting for another review.
 - d. 23/24 Fiscal Year Budget
 - i. Discussion: Reminder for all teams to send their next year's budget estimate to Lois
 - ii. Outcome: Informational

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- e. 23/24 Strategic Plan Reminder
 - i. Discussion: Reminder for all teams to complete their Strategic Plan goal sheets before the May 18th meeting so they can be compiled and reviewed as a whole plan.
 - ii. Outcome: Informational

- f. Funding Luncheon Review
 - i. Discussion: Lois, Merry and Becky attended an alternative lending presentation in Ely on Friday 4/28. All economic development organizations present offered loans (no grants) but the interest rates were much lower than standard rates, and the organizations were willing to work with each other and with traditional banks to assist start-ups in putting together a funding package.
 - ii. Outcome: It went well and they made a few connections. The group will be hosting another presentation in Grand Rapids on May 17th, 11:30-1:30 at the Timberlake Lodge.

9. New Business

- a. None

10. Upcoming Meetings and announcements:

- a. Second board meeting on Thursday, May 18th , 6:30 pm at Oak Hill Assisted Living.
- b. Policy Review: B2, B3, and quarterly review of procedural expectations (Ellen).
- c. We will review drafts of the FY24 Budget and Strategic Plan at the May 18th board meeting.

11. Closed session for site selection discussion: not needed

MOTION to adjourn at 7:59pm made by Casey. Ellen seconded. Motion carried.

Postponed Discussion Topics:

Grasshopper VOIP

Partial Payments

Approved by Board Chair, Brandon Otway

Signature: _____ Date: _____.