

FREE RANGE FOOD CO-OP – Board Meeting Minutes

June 1, 2023

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

Staff: N/A

Absent: None

Guests: None

Late arrivals/early departures: None

Call to Order: Brandon called meeting to order at 6:34pm

1. Welcome and Introductions
2. Additions/Deletions to the agenda:
 - a. This agenda has 90 minutes scheduled.
 - b. There are 0 extra minutes for a closed session or topic extensions/additions.
3. Public comment acknowledgement: No comments
4. Outstanding Tasks:
 - a. Remove all website references to the partial payment option
 - b. Everyone review document and begin tackling items
5. Co-op Correspondence: None
6. Team Check-ins:
 - a. Board Development: No updates
 - b. Business Plan: No updates
 - c. Community Investment Campaign: No updates
 - d. Finance: No updates
 - e. Marketing: One volunteer left the team, and one joined. Logo is finalized, launched, and in process of updating on all materials.
 - f. Owner Engagement: No updates
 - g. Site Selection: No updates
7. **Old Business**
 - a. Strategic Plan review
 - i. Discussion: Reviewed the updated document.
 - ii. Outcome: Will remove the budget tracking blocks from this doc as they don't add anything to the plan.
MOTION to approve the 2023-24 Strategic Plan as amended made by Shara. Casey seconded. Motion carried.
 - iii. Assignments:
 1. Everyone will review the SWOT analysis and make updates as needed.
 2. Shara will reformat the plan to remove the budget tracking and upload it to the website.
 - b. FY24 Budget Discussion
 - i. Discussion: Reviewed budget amounts for specific line items on the budget discussion document.
 - ii. Outcome: Discussed multiple updates to the budget to lower operating costs as much as possible for the coming year.
 - iii. Assignments:
 1. Lois will update the budget before the 6/15 board meeting.

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- c. Site Feasibility Contract with Seven Roots
 - i. Discussion: Discussed the updated information from Seven Roots about their proposal to conduct site feasibility in Grand Rapids and begin preliminary site planning.
 - ii. Outcome:
MOTION to enter into the contract with Seven Roots at a cost of approximately \$15,000 made by Casey. Ellen seconded. Motion carried.
 - iii. Assignments: None

8. New Business - None

9. Upcoming Meetings and announcements:

- a. Second board meeting on Thursday, June 15th, 6:30 pm at Oak Hill Assisted Living
- b. Policy Review: B4, B5, B6 (Brandon)

10. Closed session for site selection discussion if needed

MOTION to adjourn at 8:09pm made by Casey. Garrett seconded. Motion carried.

Postponed Discussion Topics:

- a. Director Election Procedure - Casey (10min) - POSTPONED
- b. Board Elections - Casey (10min) - POSTPONED

Approved by Board Chair, Brandon Otway

Signature: _____ Date: _____.