

**FREE RANGE FOOD CO-OP – Board Meeting Minutes**

**August 14, 2023**

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

Staff: N/A

Absent: Casey Dabrowski

Guests: Joel Kopischke & Nicole Klimek (Seven Roots)

Late arrivals/early departures: None

Call to Order: Brandon called meeting to order at 6:31pm

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. Reviewed spreadsheet
5. Co-op Correspondence: None
6. Team Check-ins:
  - a. Board Development: Board assessments should be completed by Tuesday night, and Garrett will compile the spreadsheet on Wednesday for review at the next meeting.
  - b. Business Plan: No updates
  - c. Community Investment Campaign: No updates
  - d. Finance: No updates
  - e. Marketing: No updates
  - f. Owner Engagement: No updates
  - g. Site Selection: No updates
7. **Old Business**
  - a. Seven Roots Store Visioning Discussion
    - i. Discussion: Met with Seven Roots to discuss our vision of our future store offerings.
    - ii. Outcome: This feedback will help inform the preliminary design draft included in the site analysis report from Seven Roots.
    - iii. Assignments: None
8. **New Business**
  - a. FRFC emails for specific volunteers
    - i. Discussion: Discussed giving FRFC designated emails to two new Finance Team volunteers who will be accessing/managing Quickbooks for the co-op.
    - ii. Outcome: Yes, this is ok. Lois will let them know they can set up their own FRFC emails.
    - iii. Assignments: None
9. Upcoming Meetings and announcements:
  - a. Second board meeting on Thursday, August 17th, 6:30 pm at Oak Hill Assisted Living
  - b. Policy Review: B7, B8, Quarterly Review of Procedural Expectations (Casey)
  - c. We will also begin discussing the annual meeting and will review the board assessments
10. Closed session for site selection discussion if needed

**MOTION** to adjourn at 8:12pm made by Ellen. Lydia seconded. Motion carried.

Postponed Discussion Topics: None

Approved by Board Chair, Brandon Otway

Signature: \_\_\_\_\_ Date: \_\_\_\_\_.

Prepared by Records Officer Shara Dabrowski on August 14th, 2023