

**Maple City Market
Board of Directors Monthly Meeting
Monday May 18, 2015 5:00-9:00 pm
Location: 232 South Main Street, Goshen**

Attendees: Vicki Mast, Phyllis Miller, Myrna Burkholder, Brian Wiebe, Robin Ebright-Zehr (late), and David Gerber

Absent: Alex Holtz, Jill Weaver, Ava Breniser

Others Attending: Brad Weirich, Amanda Qualls, Tim Martin, Randy Lehman, and David Shenk

Board: Share Meal / Team Building: (5:00)

- The Team shared a wonderful dinner provided by the Deli. Many thanks for the effort made by Deli staff to provide this for us!

Preliminaries: (5:30)

- Go-Round/Check-In
- Declaration of quorum and commitment to stay on task
- Ends - reflection

Approve / Amend Agenda: (5:40)

- No changes were made.
 - Motion: To accept the agenda with no changes (BW move; DG second)
 - Discussion: none
 - Vote 5/0/0, Motion passes

Consent Agenda: (5:45)

- Minutes of 2015 March meeting
- Board Self-Monitoring for compliance
 - G.7 Governance Investment
 - Motion: To approve the Consent Agenda (PM move; MB second)
 - Discussion: none
 - Vote 6/0/1, Motion passes

- GM Monitoring - X.3 Asset Protection will be held for next month. Brad stated that he knows it is not as complete as he would like and requests to be able to redo the report for next month.

Board Decisions: (5:50)

- Accept Alex Holtz' decision to end his term a year early - End of June 2015
 - Motion: To accept his resignation and ask Eric Amt to complete this open position for one year through June of 2016 (BW move; RE second)
 - Discussion: Eric A has indicated willingness to do this.
 - Vote: 6/0/0, Motion passes
- Policy Revision: G.6 Board Meetings
 - Motion: To change wording in #'s 1, 5, and 6 to make them more relevant to our current situation (PM move; BW second)
 - Discussion: Suggested changes to the time frame for board packet to be at least 3 days prior. Consensus this time frame was good and added to the final changes to policy.
 - Vote: 6/0/0, Motion passes
- GM Monitoring - X.3 Asset Protection
 - Brad W asked about how he should report expansion contracts. If over \$4,000 should he report it? Phyllis M said that Thane J suggests adding a section to this monitoring report entitled "Plan" to keep the board up-to-date on these matters.
 - Brad W reported that his report is in compliance except for X.3.4 which related to PCI (Payment Card Industry) which is in the process of being established for MCM. It should be established by June 30, 2015.
 - Motion: To accept the monitoring report with acknowledgement of non-compliance with no consequence. (So another monitoring report need not be resubmitted.) (JW move; PM second)
 - Discussion: There was discussion about where the Decision Tree fell.
 - Vote: 6/0/0, Motion passes

Discussion: (6:05)

- GM Report:
 - State of the Market and Financial Report: Brad W reported that he was glad that 21 new members were added during this past month. He also said that Dirk will be able to get financial numbers to him by

the 15th of each month now which means being able to get financial updates to the board on time for board meetings.

- He also said there are some good financial signs in that losses are better than as reported in April. He said that labor costs will be lower in the future. It is at 27% labor % of sales now but will be at 25% hopefully by the end of July.
- He said that the profit margin should be about 36% and is now at 31-32%. Sales are about the same as a year ago.
- Staff are feeling good about their new training. The physical plant is needing some minor work such as the deli cooler motor being too small. He also reported that he will need to be home for several days after May 27 when he will be having minor surgery.
- Phyllis mentioned that on May 9th there was a health event at IU Health in Goshen and that it offered great opportunities to feature MCM. The event was centered on a “whole food, plant based diet”. MCM staff and Phyllis were there and able to share what MCM has to offer, including bulk spices to reduce cost.
- Expansion Update: Robin E mentioned being impressed with the Expansion Toolbox by Bill Gessner as posted on Dropbox in the “Expansion” folder.
 - Brad W said he would do the numbers for the Self-Diagnostic Tool. He also said that because of where MCM is now, consultants are needed for future expansion.
 - Robin requested that each board member read the toolbox document before the June meeting as an education opportunity for ourselves.
- GM Evaluation and Compensation Committee: Phyllis M asked about who would like to chair or be on this committee from the board. Several board members were named as possibilities, but it was decided to make a final decision about this until the next board meeting.
- Board Officer Roles: Phyllis suggested some changes to the Board Member Task and Expectations document. Will submit suggested changes for next month’s meeting.
 - It was mentioned that maybe someone could be hired to be the note taker for the secretary but that the final responsibility for minutes would reside with the elected secretary. Officer elections will be held in July.
- Updates:
 - People’s Coop & Mt. Pleasant trip: Responses from board members who attended this training event on May 18th said that while it was a long day, it was energizing and that conversations there with those involved with other coops were helpful.
 - Annual Meeting: Myrna B. has not had time to prepare a financial report for this event as yet.

- Plan for CAFÉ Committees: Vicki M reported the Angie Nissley and Ben Beyeler have agreed to serve on this committee which will be meeting for the first time on April 29th. The purpose of the committee is to help tie the community, the board and the GM together by discussion. In other words, it provides a link with owners.
- Calendar changes: none
- Board Orientation: Phyllis M said she is working on this.
- “Food for Change” movie (Elkhart showing on 4/30): Phyllis M said it was shown in a Unitarian Universalist church in Elkhart.
 - o She said it would be a good movie to show to those who don’t what much about coop’s. She asked for ideas about where it could be shown.
- Blue Zone Community: Phyllis M reported on attending the luncheon on the Beacon Health System initiative to make South Bend and Elkhart a Blue Zone Community. A Blue Zone community looks at promoting changes in a community that promotes longevity through quality lifestyle changes. Phyllis is on one of the committees to related to “Groceries” and could help to promote MCM as a leader in the retail food focus
- Community Foundation: Phyllis M reported that the Community Foundation might be a place to get funding for MCM if we have a non-profit arm. This non-profit arm could also qualify for some USDA Grants. MCM retail would stay a not-for-profit Coop to allow for patronage and receive the tax advantage with that status.
- Upcoming events:
 - First Friday 6/5: MCM will have a cookout for that afternoon and evening.
 - Activity with Purple Porch Board: It was suggested that maybe the board and Purple Porch could visit a local farm together.

Community Education: It was tabled for this meeting.

The meeting was adjourned.

Submitted by Myrna Burkholder, Secretary