

Board of Directors Regular Meeting • December 16, 2013 • Page 1

Reports

Minutes of the Nov. 18, 2013, Medford Food Co-op Board of Directors (*MFC BOD*) Board meeting were submitted. *BJ Buxton* moved to accept the minutes as submitted. *Fran Batzer* seconded the motion, which passed unanimously.

Treasurer Justin Botillier's discussed this month's financial report and Finance Committee meeting, noting an increase in sales, which made November the secondhighest month for sales this year.

Old Business

Secretary Debi Boen distributed a synopsis of upcoming **MFC BOD** January meetings, and times for the **Todd Wallace** weekend were scheduled (12:30-4:30 pm on Fri., Jan 3 — location TBA; 8:00 am-4:30 pm on Sat., Jan. 4 — location TBA; additional time on Sun., Jan. 5 to be determined).

Regarding volunteer recognition, **Ben Truwe** moved that until further notice (but not retroactively), no minimum purchase shall be required when volunteers are recognized with the gift of **MFC** \$5.00 off coupons. **Kellie Hill** seconded the motion, which passed

Kellie Hill seconded the motion, which passed unanimously.

General Manager

General Manager Anne Carter distributed and discussed her written report. The GM report included information in the areas of finance, human resources, marketing and outreach, and operations. She noted the development of a 2014 three-part strategy marketing and outreach plan, recent marketing and outreach opportunities, a recent price comparison study with four other local markets, and 2014 departmental goals for sales, growth, margins, and cost of goods sold.

2013 Roll Call Medford Food Co-op Board of Directors	
Date: Mon., 12-16-13	
President Jim Sims	
☑ Vice President BJ Buxton	
Treasurer Justin Botillier	
Secretary Debi Boen	
🗹 Fran Batzer	
Kellie Hill	
Ben Truwe	
Staff Present:	Guests Present:
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☑ General Mgr Anne Carter	<u> </u>
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New Business

After a discussion of Section 7.4 of the **MFC** By-Laws, **MFC BOD** concurred that no change is needed at this time.

There was a general discussion regarding candidates for the Board (to be elected at the May, 2014 meeting). Current Directors up for re-election include *President Jim Sims* (Position #1; he will run for re-election), *Kellie Hill* (Position #2; she will run for re-election), and *Vice President BJ Buxton* (Position #5; she will NOT run for re-election). We will need at least one more Director elected at the Annual Meeting in May.

General Manager Anne Carter distributed and discussed her 2014 Budget, which was discussed at length during the Finance Committee meeting. After further discussion by the full MFC BOD, Ben Truwe moved that we accept the budget as submitted.

BJ Buxton seconded the motion, which passed unanimously.

Exploratory Committee is in the process of gathering data needed for growth options for the *Medford Food Co-op. President Jim Sims* anticipates direction of growth to be clearer by end of January 2014, once

New Business, continued

end-of-year data is available and Directors have completed workshop with Todd Wallace to better understand Board Policy Governance.

Adjournment

BJ Buxton moved for adjournment of the **MFC BOD** meeting at 8:08 p.m. The motion was seconded by **Ben Truwe**, and passed unanimously.

The next regular *MFC BOD* meeting is scheduled for Mon., Jan. 20, 2014, at 6 p.m., at the law offices of *President Jim Sims* (225 W. Main, Medford). Member-owners, staff, and the public are welcomed and encouraged to attend; snacks available. The Finance Commitee will meet before the Jan. 20 full Board meeting.

Respectfully Submitted,

Hebi Boen

Debi Boen

Secretary, MFC BOD