

Present: Jim Sims, Kellie Hill, Debi Boen, Fran Batzer, Patty Casebolt

Absent: Clint Driver

Staff Present: GM Anne Carter

REPORTS

The July Medford Food Co-op Board of Directors (**MFC BOD**) meeting was called to order at 6:00 p.m. on 07-20-15.

Minutes of the May 18, 2015 **MFC BOD** meeting were submitted as amended. **Kellie Hill** moved to approve the May 18 amended minutes; **Patty Casebolt** seconded the motion, which passed 5-0 (one Director absent). Also submitted were minutes from the June 15, 2015 **MFC BOD** meeting. **Kellie Hill** moved to approve the June 15 meeting minutes as submitted; **Patty Casebolt** seconded the motion, which passed 5-0 (one Director absent).

General Manager Anne Carter provided a **MFC** financial overview, providing the June 30, 2015 balance sheet, the April-June quarterly profit & loss statement, and the January-June YTD 2015 Budget vs. Actuals report. June sales were at \$347K, 0.5% above budget (and a 6.1% increase over June, 2014). Expenses were at \$97K, or 98.4% of budget. Net income for June was \$19k, about 35.2% lower than projected. **Carter** also submitted a report completed by auditors from Wegner CPAs. The report was considered in detail during the Finance Committee meeting.

GM Carter submitted and presented her written report, with updates in the areas of finance, ownership, public events and significant operational changes. She continues to seek professional advice and input regarding a potential deli/expansion project at the store. **Linda McCann** of NCG Deli Development reviewed the tentative floor plan; she will create a revision and send it to **GM Carter** later this week. **MFC** joined the Our Family Farms Coalition (**OFFC**) group to participate in the Ashland 4th of July parade. Little Sprouts recently conducted a popular in-store demo. Southern Oregon University (**SOU**) students in the Applied Business Research Class recently conducted a survey amongst **MFC** customers. A written survey summary was submitted for Board consideration. Operational changes at the store include two new cashiers, a new grocery clerk, and a new CORE member (Halle Riddlebarger will begin on August 3, in the position of Marketing Manager). Scheduled policy updates included B5 (Treatment of Consumers) and B6 ((Staff Treatment/Safety Committee).

In the President's Report, **Pres. Jim Sims** led a discussion regarding a recent Medford Mail Tribune article regarding organic offerings in the Rogue Valley. **MFC** was not mentioned in this article. Directors agreed to compose and send a "Letter to the Editor" that details the mission and history of **MFC**.

GM MONITORING REPORT

The July GM Monitoring Reports concerned Policy B9, Emergency GM Succession. **GM Carter** submitted a report detailing interpretation, operational definitions, and supporting data to indicate compliance.

OLD BUSINESS

MFC's next Quarterly Social was tentatively scheduled for 5:30-6:30 p.m. on Mon., Sept. 21, 2015, at Capers in Medford (35 N. Central). The monthly Board Meeting will immediately follow the social, and will also be held at Capers.

Due to the absence of the Treasurer, submission and approval of the annual Board budget was tabled until the August meeting.

NEW BUSINESS

Two quotes have been obtained for parking lot repair at the store. **Kellie Hill** moved that **GM Carter** be authorized to accept a \$7,000.00 bid from Mountain View Paving; **Fran Batzer** seconded the motion, which passed 5-0 (one Director absent). Repairs will begin as soon as possible.

ADJOURNMENT

Fran Batzer moved to adjourn the meeting at 7:00 p.m.; **Patty Casebolt** seconded the motion, which passed unanimously. The next regular **MFC BOD** meeting is scheduled for Mon., August 17, at 6:00 p.m. at the law offices of **Pres. Jim Sims** (225 W. Main, Medford). Members-owners, staff, and the public are welcomed and encouraged to attend; snacks available. The Finance Committee will meet before the August 17 full Board meeting.

Please see the following page for an Action List and a Motion Synopsis.

Respectfully Submitted,

Debi Boen

Debi Boen

ACTION LIST		
TARGET DATE	ACTION	RESPONSIBLE PARTY
08-17-15	update Policy Register; write & distribute minutes; begin August agenda; prepare “missed meeting” papers for Treasurer	Debi
ASAP	Compose “Letter to Editor”	Anne
ASAP	Research availability of Death Certificates	Anne
08-17-15	Scheduled monitoring report B1 (Financial Condition); A (Ends);	Anne
08-17-15	Board Budget; submit for approval in August	Clint, Anne
September	Meeting w/AFC	Sub-group
09-26-15	Training (Sacramento)	All Directors invited
10-17-15	Training (Hood River)	All Directors invited
09-21-15	5:30-6:30 Social, Capers; Board meeting to follow	Directors, invited members

MOTION LIST 07-20-15			
MOTION	1st	2nd	PASS/FAIL
Approve 05-18-15 minutes as amended	Kellie Hill	Patty Casebolt	Pass
Approve 06-15-15 minutes as submitted	Kellie Hill	Patty Casebolt	Pass
Authorize parking lot repairs	Kellie Hill	Fran Batzer	Pass
Adjourn	Fran Batzer	Patty Casebolt	Pass