



## **April 22, 2014 Board Meeting**

Present: Matthew Stanley, Sam Seulean, Allie Evans, Beth La Fleur, Hilary Herman, Brad Hill

Absent: Libby Lawrence, Norma Hernandez

Public present: Angela Sidlo (prospective Board Member)

Call to order and introductions of attendees. Angela is the owner of Waves of Change Wellness Studio at the 12th Street Pier building. She is interested in being on the Board.

Matthew presented and discussed the **Manager's Report** (dated **April 2014**), and the Astoria Co-op Income Statement. Amongst the Board, he is looking for a Treasurer/financial rep, to replace Mark. The new POS is enabling informative tracking of hours per department and per sales, etc. Wages are holding steady at 19% (not including benefits). He has changed all department predications and entered actual numbers for the first 3 months, and lowered gross sales. We are looking profitable because labor is holding steady and margins are good. He has found meat suppliers: Smart Chicken out of Nebraska is certified organic, and Knee Deep Cattle Co out of Eugene is not organic but is grass-fed.

Perimeter items need to increase their margin to carry the inner-store. This will mean better pricing; the more we sell, the better pricing we can offer. This also may mean specialty margins, meaning if someone is willing to pay \$5 for a specialty item like a chocolate bar, they will probably be willing to pay over \$5 for that bar.

Regarding inventory, we have been using formulas that are over 6 years old. UNFI has changed the accuracy of the formulas. He ran the income statement against the old formulas and it seemed too high, so accounting adjustments were made to bring retails down to cost for inventory purposes.

New membership sign up is at 26. This could be better.

Ways to raise capital were discussed. Six years ago we raised \$100,000 through member loans (ie certain individual members loaned the Co-op money). Should we need to raise capital, we could do an annual membership drive, or raise equity shares to \$300 (the State maximum).

Next the logo and branding project was discussed. Sarah Kline will be at the annual meeting to present and explain the final product. Logo design is a capital investment; logo and signage are on the non-income statement.

Allie called to approve the April 1, 2014 minutes. Hilary motioned approval, Brad seconded, all were in favor.

Allie called to motion to appoint Angela to the Board. Beth motioned, Allie seconded, all were in favor. Angela, Brad, Hilary and Beth will be on the ballot at the annual meeting.

Allie briefly reviewed the recent work of the strategic planning committee (Allie, Matthew, Zetty, Sam, Beth, and consultant Holly O'Neil).

Matthew next reviewed and discussed the Income Statement. We are looking good after first quarter. Hilary asked about a marketing plan for increasing sales. Matthew responded that he and his team are brainstorming that.

We received text of "Financial Expectations and Policy" for further review and vote for next meeting. Matthew suggested that at every quarter, we will look at Key Financials (income statement, cash flow, and balance sheet), and then at the following board meeting, we'll look at Quartiles and Key Indicators.

The next meeting date, time and location were discussed. The next meeting will be May 22, 2014 at 7:00, location pending availability of the Cannery Pier Board Room.

Meeting adjourned at 8:40 pm.

Respectfully Submitted,

Beth La Fleur