

**SUGAR BEET FOOD STORE COOPERATIVE**

**BOARD OF DIRECTORS MEETING AGENDA**

**TUESDAY, MAY 31, 2017, 7-9pm**

**LOCATION: Main Library, Oak Park**

Board of Directors Present: Rachel Poretsky, Brianne Kellogg, Cindy Gradle, Greg Kolar, Jim Doyle, Ryan Bradley, Chris Dowsett, Bill Gee , Greg Marsey, Daniel Becker, Peter Nolan

GM: Chris Roland

**AGENDA**

* **PUBLIC COMMENT**

Mark Berger (Seven Generations Ahead, Solar Consultant)- discussed potential benefits of solar installation through a new Com Ed for Sugar Beet and its owners

* **ELECTIONS OF EXECUTIVE OFFICERS** 
  1. Secretary- Brianne Kellogg passes with unanimous vote
  2. Treasurer- Greg Kolar passes with unanimous vote
  3. Vice President- Ryan Bradley (4 votes), Daniel Becker (3 votes). Ryan elected as VP.
* **GENERAL MANAGER’S REPORT (CHRIS)**
  1. Q1 Recap
     1. Sales Results – sales up 22% (with approximately 360 customers/day on average). We recently executed a store reset and shrunk the “grocery non-food” items and moved these items to the front of the store.
     2. Review of P & L sheet
     3. Labor as percentage of overall sales (24% budgeted, 23.7% attained)
     4. Owner Drive (April 2017)- we added 68 new members. The board discussed why this drive was more successful than the last drive in Oct 2016.
     5. Bulk Food Section- discussion on how we can increase sales in this area of the store to promote savings to customers.
  2. Key Initiatives
     1. Exterior Sign- Continuing to work with architect, contractor on a 5’ 6” foot diameter sign on Madison St.
     2. NCG (National Cooperative Grocers)- Sugar Beet will apply for membership; Chris is working on the application and adjusting the store’s reporting methods to meet the NCG criteria. This is appealing because Sugar Beet would benefit from the buying power of nearly 200 co-ops, which would save on cost of goods. It would also save Sugar Beet on the price of mats, towels, bags, credit card processing fees, etc. NCG would also provide Sugar Beet with training/developing and marketing resources; it would take over billing. Discussion amongst board members on how much money this would save our store annually vs the cost of application and annual fee.
     3. Bee Hives- They will be installed in June; we may be able to use their honey internally (in our deli). Lissa is maintaining our hives.
     4. Neighborhood Marketing Push- Employees will go door to door to the co-op’s neighbors with fliers in June. The flier will market our convenience, small store appeal, and provide coupons.
     5. Upcoming Events- Include the 4th of July Parade and 2nd Anniversary (Saturday 7/29/17)
* **Q & A WITH OWNERS** 
  1. Sharon- She stated her excitement that Sugar Beet is catering the Housing Center’s Staff Training event
  2. Sharlene- She suggests the use of compostable produce bags (and states she will try to find a brand/source from a referral). She also suggests that Sugar Beet start a “deal of the week” in the bulk section to increase sales, and that Sugar Beet participate in the River Forest Memorial Day Parade next year (2018).
* **CLOSING** 
  1. Review Action Items
     1. Chris will provide a NCG payout analysis
     2. Chris will provide the board with a sign update
     3. Chris will provide the board with volunteer opportunities, like tabling at the Farmers Market and providing consumer education on using bulk items.
  2. Confirm dates for next Board meetings (7pm, at Oak Park Main Library)
     1. Tuesday’s 6/27/17, 7/25/17, 8/22/17
     2. Sunday, April 30th (annual meeting)
  3. Adjourned at 8:24 pm