



SUGAR BEET FOOD STORE COOPERATIVE  
BOARD OF DIRECTORS PLANNING MEETING  
Tuesday, June 9, 7:00pm  
Online Meeting  
Meeting Notes

**Board Members Present:** Peter Nolan, Tom Hollinden, Ryan Bradley, Jim Doyle, Jill Cohen Niewoehner, Sharon Newton, Janet Walters Rouse, Laura Bacon, Kerri Thompson, Carol Frischman, Amina Jackson

**Staff Present:** Angelic Lugo, Jen Wenschhof

1. Welcome: Meeting began at 7:07 PM

Overview was given with bullet points for the meeting: sales update, key initiatives, GM report, committee chairs, and our response to racial equity.

2. GM Report (Angelic)

Sales Update

- Sales continue to be strong. Customer traffic counts are down, but average basket is up considerably
- Questions around repeat customers before COVID, if that looked like more people in the store? ), Ryan asked about data to support hours decision. Sugar Beet is a resource to the community and should reflect the community's habits of shopping.
- Ultimately, there was a call to look at the number of shoppers, and evaluate safety to decide on hours. Angelic will do this
- Suggested generic email for curbside shopping customers to get feedback from shoppers. Online orders have dropped
- Top 5 sales: Meat and Seafood (have introduced to products including, but not limited to duck, bacon, venison, bison, and a new chicken line); Deli, Produce, Wellness
- Bakery sales are down- local bakeries have closed or are on hiatus
- Key Initiatives:
  - The Cafe reopens on June 15th

- Spoke and Bird partnership in Cafe
- Meal kits in prepared foods
- Sorting through merchandise that's not selling, working on sales for body care etc.
- Hours discussion: When can we go back to regular hours? Feedback means a lot to Angelic- looking at traffic connected to sales and number of people in the store.
- Closing time is being revisited. Rationale for shorter hours was to allow staff to do deep cleaning, stocking on Tuesday and Friday, social distancing
- Cafe window cost quote for \$3500, Storage of old window an issue, Lindsey is excited it's opening, has hired a full time person. To start, Cafe hours will be 10:00AM to 5:00PM
- Personal Shopping has declined. At its most busy, it generated about \$6000 a day with 36 shops, down to \$900- \$1,000 with 3-6 shops per day.
- Cross training new staff
- Reviewing Policies and Procedures, Angelic having staff sign off on sections of the book for it to not be overwhelming
- Manager Meeting Thursday, June 11th
- Minimum wage goes up to \$13 per hour July 1. About 1/3 of staff is under this amount and will receive raises. Question: How will SB deal with employees who then will be making the same amount as someone who hasn't been there as long or have as much tenure or responsibility? Angelic and Jen to report back on this.
- Hero Pay- Extended at \$2/hour through June. We will decide on July and beyond soon

Number of owners: 2309

### 3. Committee Updates:

#### Administration Committee (Ryan)

- 12 large goals shared
- Board's Self-Assessment will be sent out and should be filled out well ahead of the 7/14 Board meeting

#### Finance Committee (Jim)

- Three main categories: (1)Plan & Performance, (2)Cash Position, and (3)Control/Oversight
  - Review Balance sheet on a annual basis
  - Develop a calendar for filing deadlines reviewing filing
  - Who has oversight? External accountant
- Owner Loans - there are 9 loans; 7 are due now, 1 due in July, and 1 due in December. Angelic and Jen are instructed to pay out the loans due now
- Reviewed the PPP loan and its use

- Goal to have a one page P & L summary & key metrics

#### Community & Ownership Committee (Janet)

- Had a brainstorming session
- Interested in helping the store be more affordable and communicate our existing efforts in this area
  - Outreach to Austin neighbors
  - Social media presence
- Examine Curbside pick up

#### 4. Response to racial injustice

- We closed the store early during some of the protest days to ensure staff safety. Emails from team members thanking SB for closing early and support
- How can we be a force of equity?
  - Want to expand Black owned businesses and partnerships
  - What are we doing for outreach with regard to a more diverse clientele?  
Food costs are prohibitive in many cases
  - How are we advertising the Food For All program?
- Discussed the 15% pledge idea
- This matter- partnerships with Black Owned Business, initiatives to promote social justice is time sensitive
- Measurable goals with ideas to put into action ASAP. Janet and the Ownership/Community Committee to take the lead.

#### 5. Other Business

Adjourned at 9:45 PM