

Montavilla Food Co-operative Board of Directors/Steering Committee

Monday, September 25, 2017
6:30pm to 9:00 pm

TaborSpace (Art Space)

REGULAR MEETING AGENDA

6:30-7:35 PM	CALL TO ORDER INTRODUCTIONS, ANNOUNCEMENTS, AND PUBLIC COMMENTS		
	Board Members		Others
	Amanda Lamb	X	Colby Clipston
	Katherine Lim-Pedery	X	Stephen Rice
	Ellen Rubinstein	X	

6:35-7:40 PM	CONSENT AGENDA <u>Approved</u>	Lead	Doc(s)
Action	1. Approval of the agenda for September 24, 2017		
Action	2. Approval of meeting minutes from September 7, 2017		App A
	3. Committee and working group reports		
Discussion	a. Business committee		
Discussion	b. Outreach committee		

6:40-6:45 PM	PUBLIC COMMENT	Lead	Doc(s)
Limited to 3 minutes per person	Comments from member-owners, on any topic (including non-agenda items)		

6:45-9:00 PM	REGULAR AGENDA	Lead	Doc(s)
6:45-7:15 Discussion	Committee, working group, or other updates <ul style="list-style-type: none"> ● Board <ul style="list-style-type: none"> ○ Last board session of the year! <ul style="list-style-type: none"> ■ Need to reserve a room/find a space ○ Thank you to Ellen and Katherine for their 3.5 years of service. ○ Need to make a plea for board members at the annual meeting ○ Idea to start having an annual meeting of prior board members for brainstorming ● Business committee <ul style="list-style-type: none"> ○ Need to check in with committee work ○ Colby will also be attending ● Outreach committee/update from PM 	All	

	<ul style="list-style-type: none">○ Outreach is going to try meeting at Townshend's Tea○ Have provided tote bags for East Glisan Pizza trivia night○ Harvest Festival - lots of excitement about being more involved in that neighborhood○ Discussed Craft Fair<ul style="list-style-type: none">■ Membership drive■ Bring a non-member friend and get entered into a raffle for sweatshirts■ Anyone who signs up at the event get a \$20 voucher to use at the event■ \$35-50 tabling fee (sliding scale.) Have talked to some vendors about what places typically charge for these kinds of events.■ No percentage of profits though. Too much administrative burden to track the honor system.■ Estimating 23 vendor capacity.■ Suggestion to create a raffle.■ MFC booth will be by main entrance. Volunteers will be floating around trying to recruit members.■ Suggestion to consider having an MC. And/or some way to acknowledge when we recruit new members. <ul style="list-style-type: none">● Timelining update		
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7:15-7:45	<p>METBA and MFC</p> <ul style="list-style-type: none"> ● Steve Rice has been the President of METBA for about three years. ● METBA runs the Street Fair and puts a lot of efforts into the First Fridays <ul style="list-style-type: none"> ○ Doing a Frosty Fest (owner of Union Rose is Chair) - 2nd weekend in December ● METBA has conducted surveys of the neighborhood, and one of the top priorities has been access to healthy food <ul style="list-style-type: none"> ○ Believe that the neighbors would be very supportive of the co-op ○ Neighborhood Association did some visioning work. Did a survey as part of that work. Limited responses, but the “grocery option” was a high priority. Survey done in 2014. ○ Did a mailer to 6,000 households in late spring. Postcard survey was around what the neighborhood needs; healthy food choices was a common theme. About 150 responses; haven’t compiled results yet. <ul style="list-style-type: none"> ■ Used ad in a bag ■ Primary objective of the survey was to see who had home businesses ● What can METBA do to help support our efforts? <ul style="list-style-type: none"> ○ Help spread the message ○ Note that now is the time to become a member ● Tina will be coming to the Annual Meeting to represent METBA ● What are people looking for in MFC? <ul style="list-style-type: none"> ○ Co-op has already become an important part of the neighborhood ○ Primary message has been around food access, organic, etc. Can look at directing messaging toward the convenience, full service, local, keeping Montavilla unique, etc. <ul style="list-style-type: none"> ■ Will always be locally owned ● Potential partnership options <ul style="list-style-type: none"> ○ MFC comes to a METBA meeting ○ METBA has a listserv of ~500 people (x% of business-owners in Montavilla are owners of the co-op) ○ Crafting a co-op message around “what makes Montavilla unique” - if we want this to remain, we need to have unique business (that we own.) The co-op could be a central 	SMR	
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	<p>part of the neighborhood's uniqueness (example on Green Zebra) and sense of pride</p> <ul style="list-style-type: none"> ○ Amy Reaney heads the anti-gentrification Facebook group. ○ METBA could gather community leaders on a shared vision for Montavilla and what that could include ○ Cross advertising between Frosty Friday and MFC Craft Sale ○ METBA could write a blog post, put something on listserv, encourage small business owners <ul style="list-style-type: none"> ■ Forward Stephen the email for the Annual Meeting ○ MFC can help blast out METBA events on social media <ul style="list-style-type: none"> ■ Halloween (Trick or Treat) event ■ Frosty Fest ○ Partnering of future ad in a bag - two sided flier? ○ Would love to work more with the city for building community spaces <ul style="list-style-type: none"> ■ Working with 82nd Ave coalition <ul style="list-style-type: none"> ● Next steps <ul style="list-style-type: none"> ○ Send dates of upcoming meetings ○ Amanda will forward email on annual meeting to send to METBA ○ METBA Annual meeting is October 16 (Stephen will send me info) ○ Stephen will share METBA's vision statement (in line with MNA's vision) 		
7:45-8:00	BREAK		

<p>8:00-8:30 Decision</p>	<p>Annual Meeting/Elections Update</p> <ul style="list-style-type: none"> ● RSVPs and ballots submitted <ul style="list-style-type: none"> ○ 44 ballots collected ○ 28 RSVPs to Annual Meeting ○ Will do at least one more communication on each ● Approve event schedule <ul style="list-style-type: none"> ○ Emily does have a projector we can use for the annual meeting. <ul style="list-style-type: none"> ■ Colby has the volunteer training, will customize it for Annual Meeting ■ Amanda will send Colby the pics from the annual report ○ Tina will deliver the vision for METBA ● Annual Report Draft ● Talking points <ul style="list-style-type: none"> ○ There has been developer interest in Montavilla. There is going to be competition interested into Montavilla. They are giving us the opportunity for now, but they will revisit. ○ What you can do <ul style="list-style-type: none"> ■ Multiple member-owners are allowed per household ■ Become a volunteer ■ Join the board ■ Tell your friends, refer them to the co-op ■ Encourage other members to refer their friends ○ Several surveys have shown there is a strong desire for more access to healthy food in Montavilla ○ Need board members - now is the time to step up 	<p>All</p>	<p>App B</p>
<p>8:30-9:00</p>	<p>Visioning Process update</p> <ul style="list-style-type: none"> ● Meeting with Farmer's Market <ul style="list-style-type: none"> ○ Highly recommended using Next Door for volunteer recruitment ○ Conversations around the changing neighborhood and how MFC fits into that ○ Clarifying our message <ul style="list-style-type: none"> ■ Small businesses ■ The uniqueness of the Montavilla neighborhood ■ Now is the time ○ Recommendation to reintroduce a thermometer based on interim milestone 	<p>All</p>	

	<ul style="list-style-type: none"> • Next steps 		
	Next meeting		

MEETING REVIEW	
Discussion	1. Meeting evaluation <ul style="list-style-type: none"> • Was this meeting well-facilitated? • Were the agenda items relevant and timely? • Were the right people at this meeting? • Did everyone get the chance to say what they wanted? • Did everyone feel heard?
Discussion	2. Review parking lot <ul style="list-style-type: none"> • Do we need special strategies, meetings, or work groups to deal with parking lot issues?
Discussion	3. Next meeting agenda <ul style="list-style-type: none"> • What resolutions/decisions should be on the agenda? • What reports or updates should be on the agenda? • Do any guests need to be invited to the meeting?
9:00 PM	ADJOURN