

Montavilla Food Co-operative Board of Directors

Monday, February 27, 2017
6:30 pm to 9:00 pm

TaborSpace (Art Room)

REGULAR MEETING MINUTES

6:30- 6:35 PM	CALL TO ORDER INTRODUCTIONS, ANNOUNCEMENTS, AND PUBLIC COMMENTS		
	Board Members		Others
	Amanda Lamb	X	Colby Clipston
	Katherine Pedery	X	Dave Hardy
	Amy Reaney	X	
	Ellen Rubinstein	X	

6:35-6:45 PM	CONSENT AGENDA <u>Approved</u>	Lead	Doc(s)
Action	1. Approval of the agenda for February 27, 2017		
Action	2. Approval of meeting minutes from January 23, 2017		App A
	3. Committee and working group reports		
Discussion	a. Business committee		
Discussion	b. Outreach committee		

6:45 - 8:50 PM	REGULAR AGENDA	Lead	Doc(s)
6:45-7:00 Discussion	Committee and Working Group Update <ul style="list-style-type: none"> ● Communications work group ● Lawn sign bombing happening in March <ul style="list-style-type: none"> ○ Need some Outreach space to meet Thursday 	All	
7:00-7:15 Action	APANO donation <ul style="list-style-type: none"> ● Important neighborhood organization, doing a capital campaign for the corner of 82nd and Division ● How to assess whether to support other similar campaigns ● Simone has been volunteering for APANO, and they had three requests <ul style="list-style-type: none"> ○ Co-op representation at a public meeting at March 7, from 6:00-7:00 <ul style="list-style-type: none"> ■ Amanda will email Outreach team to invite ■ Can post on Facebook ○ Provide a letter of support by March 24 ○ Contribute money to their campaign ○ Other ways to support <ul style="list-style-type: none"> ■ Contribute auction items for a fundraiser ■ Throw a dual fundraising event ● <u>The co-op will donate \$100 to the capital campaign specifically to help fund building for the community space</u> 	Amy	

	<ul style="list-style-type: none"> ○ Amy will do ● Ask the social media group to draft a campaign around this donation/our support ● Will start a collaborative document to draft a letter of support and share with Simone 		
7:15-7:45 Action	<p>Pro Forma review</p> <ul style="list-style-type: none"> ● Financial feasibility tool to move from development stage to the opening of a store and through the retirement of the last dollar of debt. This is only an initial projection to show we will be able to pay off the debt. ● Dave will forward an article on balance sheets for co-ops to the Board. ● Have been working with Bill Gessner from CDS for a while to move the pro formas to acceptability ● Assessment from the group: Pro forma highlight the challenges of the Portland market, and we will need to raise significant funds. But we are ready to move on to the next stages of development. ● Next steps: <ul style="list-style-type: none"> ○ Asking other co-ops ○ Recruit volunteers from the financial sector <ul style="list-style-type: none"> ■ Monthly focus on volunteer recruitment? ■ For summer try to tap college/grad students looking for experience ○ At least one more meeting with Bill ● Board approves moving forward with the current pro forma process and will continue to review as condition change 	Amy, Katherine, and Dave	App B
7:45-7:55	BREAK		
7:55-8:15 Discussion/Action	<p>Budget</p> <ul style="list-style-type: none"> ● To the committees in March ● Board will review/approve committee budgets in March 	All	App C
8:15 PM	ADJOURN REGULAR SESSION		

EXECUTIVE SESSION AGENDA

8:15-9:00 PM	RECONVENE IN EXECUTIVE SESSION	Lead	Doc(s)
8:15-9:00 Discussion			
9:00 PM	ADJOURN		

	MEETING REVIEW
Discussion	<p>1. Meeting evaluation</p> <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	<p>3. Next meeting agenda</p> <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?