



Chatham Marketplace December 2017 Board Meeting

12/13/17 5:30-7:30 PM @ Chatham Community Library

Members Present: Craig Kolman, David Misenheimer, Sarah D'Amato, CC Maurer, Bern Kosek, Rhonda Mathis, John Jennings, Tom Morris

Absent: Deb Cameron

General Manager: David Della

Guests: Carol Hewitt

Board decisions in bold italics.

Accepted minutes from last month's meeting.

Long term Contingency Planning – Identify issues for potential store closing or bankruptcy/Primary stakeholders – loans take it home Chatham/taxes/rent/; Option bankruptcy – anything in bylaws about this? How do other coops handle this?
January report for framework of long range contingency planning

Finance Committee: Finance Committee did not meet since the last meeting. Tom M. will set up meeting for early January once reports are in.

Ownership & Marketing Committee: Letters to owners have been sent out. Over 500 letters were sent out, a few people responded to update contact information. David D. suggested that Board communicate with owners specifically with monthly updates. Ownership Committee will work on developing owner-only email listserv and work with Board on providing this communication more regularly. Board to create separate MailChimp account for owner newsletter. ***Committee to be renamed "Marketing and Events Committee."***

Turnaround Committee: Mary DeMare is working on a marketing graphic to use to help promote ownership sales. Will meet Monday 12/18 at 5:30. David D will provide board

with busy times for board members to sell ownerships. ***Committee to renamed "Ownership Committee."***

GM FYI: Sweetie's doubled their sales from the last month. David will hire new employee to bake fresh goods when Sweetie's isn't able to keep up with demand.

John Jennings has compiled a list of federal grants available for 2018. Board will decide review and decide on applicable ones to apply for.

GM Reporting: David resubmitted B1 with updates as requested by the board. ***Board accepted B1 with noted non-compliance.*** The financial reports are what they are and current numbers are not in compliance with the objectives of B1.

Board Retreat: To take place on January 13 from 9-4:30. John Jennings will send out information and agenda designed specifically to work on bylaws, board governance, and executive limitations. Sarah and CC Mauer will help with agenda.

Board to send out emails and letters to ownerships and use mailing service to assist with updating address database.

Board entered Executive Session at 7:27.

Meeting adjourned at 7:45 p.m.

Next CM Board Meetings are....5:30-7:30pm:
January 24