**Village Bountiful, LLC**

**Board Meeting Minutes**

**Meeting Date:** Tuesday, October 6, 2020

**Meeting Location:** Unadilla Fire Department

**Present:**

 Board of Directors:

 Bobbie Armour, President

 Dave Welch, Vice President

 Sherry Mott, Treasurer

 Jamie Berkeley-Hartjen, Secretary

 ~~Ed Frazier~~

 Lois Green

 Membership: Rebecca Spencer, Donna Bard, Chris Berkeley-Hartjen, Sali Dellysse

**New Business:**

A. Bobbie has found a sign company where we could buy a large sign to make the Market more visible as people drive down the road.

 1. The Board approved the purchase of 15'x3' sign for approximately $55.

B. Membership questions:

 1. As stated in the By-Laws, memberships are per household.

 a. Adult children not living with their parents are not eligible to receive the membership discount. Someone making a purchase on behalf of a members may receive the discount with some proof they are associate with the member.

B. Sherry has sent a summary of financial responsibilities to the Board outlining what is the role of the Treasurer and what is the Role of the Market Manager.

 1. Rebecca is currently making deposits in the bank twice a week.

 2. Rebecca has checks for in-store use.

 3. Sherry will keep track of payment plans.

C. Store hours:

 1. There are a few issues with the current store hours:

 a. The hours are irregular and may be confusing for customers.

 b. We are closed in the middle of the day every day.

 c. We are closed when Amphonal plant workers get off of work.

 d. The Market Manager and Assistant are working more hours than anticipated becuase deliveries are made when the store is not open.

 2. Bobbie proposed waiting for a month before moving hours. Jamie agreed.

 3. Rebecca has outlined a plan that will make the hours more regular and reduce the number of hours she and Donna have to work to get everything done.

 a. 10-4 Monday through Friday

 b. 10-4:30 Saturday.

 4. Some concerns were raised that without any evening hours, people who work in an office will not be able to shop.

 a. Volunteers could fill in the gap, but would need to be trained.

 b. Should volunteers be allowed to work the till?

 1. Allowing volunteers to work the till is essential to having the store opened longer hours. They will need to be trained.

 2. Jamie expressed a concern that volunteer training will need to start immediately so we can extend the hours in a few weeks instead of waiting too long.

 5. The Board agreed to move ahead with the new hours as outlined by Rebecca starting Monday, October 12.

D. What to sell:

 1. Some concerns have been raised that there is not enough variety at the Market.

 a. There is a need for staple foods that are not available.

 2. The restaurant supplier that the Long River Inn uses can get all kinds of food at a reasonable price, even in small quantities.

E. Rebecca would like to cut the volunteer hours required to receive the 5% discount down so those who make pickups can more easily reach the threshold. There was no objection.

F. Jamie mentioned that we must make sure to always use LLC in the store name.

G. Jamie brought up that we cannot use the words Co-op or Cooperative since we are not a Cooperative.

 1. Jamie will look into finding a lawyer to help make the switch to a Cooperative.

H. Jamie brought up that we have not filed a dba with the State and should do so. She will look into it.

I. Sherry presented a sample budget for the Board to look at.

 1. In order to break even on the month, we need to sell more memberships and make more sales.

H. The next meeting will be Tuesday, November 3.

 1. Delaying the meeting was discussed as Nov 3 is election day.

 2. As polls are open until 9pm, the Board decided to hold the meeting anyway.

**Old Business:**

A. Advertising:

 1. Rebecca asked about using Facebook for advertising. $40 per month was budgeted.

B. Fundraising:

 1. Rotary

 2. Southern Tier Foundation

 3. Chobani grant

 a. Last time we used the Village as the sponsor. We could use the Historical Society.

 4. Chamber of Commerce

 a. They won't give money to one business as it would be unfair.

 b. Perhaps they could buy a membership.

Submitted on November 3, 2020

Signed Jamie Berkeley-Hartjen, Secretary

info@villagebountiful.com

PO Box 191, Unadilla NY 13849