**Village Bountiful, LLC**

**Board Meeting Minutes**

**Meeting Date:** Wednesday, September 9, 2020

**Meeting Location:** Unadilla Fire House

**Present:**

 Board of Directors:

 Bobbie Armour, Interim President

 Sherry Mott, Treasurer

 Jamie Berkeley-Hartjen, Secretary

 Dave Welch

 Ed Frazier

 Lois Green

 Jakkie Bickos

 Membership: Cindy Stacy, Lisa Vroman, Barbara Lennon, Rita Villafuerte, Rich Rudolf, Brian

 Danforth, Chris Berkeley-Hartjen, Donna Bard, Rebecca Spencer, Linda Bickos,

 Rosemary and Whit Whitaker, Dwight Mott, Janet Povlock

**Introduction:**

A. Annual Report - Presented by Dave Welch

 1. The Board has met at least monthly over the past year, recently it has been weekly.

 2. There have been many ideas and visions presented over the past year, including a trailer

 just for food pickup.

 3. The biggest hang-up was finding an available location. The locations available in the village

 were too expensive and/or were only for sale and not for rent.

 4. We have had adds in the Pennysaver, radio interviews and membership drives.

 5. We have 79 members to date.

 6. The Bickos's have offered use of a vacant storefront at Willow Bend Plaza rent free for 3

 months. With an available, affordable location, the progress has been rapid since July.

 7. We now have a store available with shelving, refrigeration, POS system, wifi, a phone, etc in place.

 8. We received a grant from the Unadilla Community foundation of $1500 to use for shelving.

 9. Our soft opening date is September 26th.

B. Membership Report - Presented by Bobbie Armour

 1. We currently have 79 members.

 2. Bobbie will be doing radio interviews in the coming weeks.

 3. Our best form of advertising is word-of-mouth.

C. Systems Report - Presented by Jakkie Bickos and Jamie Berkeley-Hartjen

 1. We have a POS system, wifi, a phone, etc. set up in the store. The Market Manager will

 begin training on the POS system this week.

 2. We have Liability and Worker's Comp/ Disability insurance in place.

 3. We have recieved approval from Local Code Enforcement and Ag & Markets to open.

 4. An inspection from Weights and Measures is still pending.

 5. The website's Board of Directors page is updated regualarly with Board Meeting dates and

 time and meeting minutes. You can also find the By-laws and other resources on the website.

 6. The info@villagebountiful.com email is monitored. Anyone with questions may send them

 via email.

 7. We have an active Facebook page that is monitored as well (including Facebook

 messanger).

 8. We have a phone in the store. The number can be found on the Facebook page. If no one

 answers, leave a message.

D. Store Operations

 1. Opening hours will be:

 Mon, Wed, Fri 10am-1pm

 Tues, Thurs 4pm-7pm

 Sat 8am-2pm

 Sun Closed

 2. Members will receive a 10% discount.

 3. Volunteers will receive an additional 5% discount in any week they volunteer 4 or more

 hours.

E. Treasurer's Report

 1. Funds carried over at start of fiscal year (as of June 30,2019)

 $4,150

 2. Fiscal Year 2020 Total Income

 $14,425

 Key Income:

 Memberships $18,300

 Donations $275

 3. Fiscal Year 2020 Expenditures

 $2,275

 Key Expenditures:

 Advertising/ Promotion $804

 Website $618

 Printing $358

 4. Year-end balance (as of June 30, 2020)

 $16,300

 5. Fiscal Year 2021 to date (as of July 1, 2020):

 Key Income

 Memberships $550

 Community Foundation Grant $1,500

 Key Expenditures

 Refrigeration $800

 Insurance $2,279

 Fixtures/Shelving $350

 Current Balance

 $14,442

F. Audit Report - Presented by Dave Welch

 1. Dave Welch and Lois Green audited the income and expditures for the 2020 fiscal year and

 found no irregularities.

G. The new management team was introduced. Rebecca Jade Spencer has been hired as Market Manager and Donna Bard has been hired as Assistant Manager.

**New Business:**

A. A question was asked from membership about screen-printed cloth bags. The Board will wait until after opening before deciding to have this done.

B. Election of Directors (2 open seats)

 1. Bobbie Armour and Jamie Berkeley-Hartjen have been nominated to be re-elected.

 2. There were no nominations from the floor.

 3. The vote was unanimous in favor of both candidates.

 4. It was verified that Quorum was reached and the election is valid.

C. Market Report - presented by Rebecca Jade Spencer (Market Manager)

 1. It has been difficult to find small, local suppliers who sell products at prices close to grocery

 store prices. Prices may be higher and selection may be more limited at the begining.

 2. If there are any suggestions on what to sell in the store, contact Rebecca.

D. Delivery and Pick-up

 1. The United Methodist Church has a transportation program, but it has been on pause do to

 the Coronavirus.

 2. Members may volunteer to deliver groceries to the home-bound (which will count toward

 the volunteer discount)

 3. At this time, orders can only be placed by phone. If there is a demand for online ordering,

 that could be an option in the future.

 4. If anyone would like to volunteer, please contact a member of the Board or the Market

 Manager.

E. The Board will hold meetings every third Wednesday at the Fire House going forward.

Submitted on September 14, 2020

Signed Jamie Berkeley-Hartjen, Secretary

info@villagebountiful.com

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