

July 2011
Board of Directors Meeting Minutes
Syracuse Real Food Cooperative
 21 July 2011 ~ 6:00 – 8:30 pm
 Daniel Sanders' Residence

Item #	Time	Topic	Leader	Outcome	Related Documents
Business Meeting					
1		Preliminaries <ul style="list-style-type: none"> • Distribute Meals • Q&A with the GM – anything goes! 	Everyone Travis		
2		Call Meeting to Order Agenda review Task review Accept June minutes	Dan Dan Dan	Discussion Accepted	
3		GM Monitoring Report	Travis	Deferred	
4		Store Report & Expansion Update	Travis	Presentation	
5		Committee & General updates (time 5 – 7 min each) <ul style="list-style-type: none"> • Treasurer's Report 	Walley Everyone	Presentation Discussion	
6		Where we stand as a board	Everyone	Discussion	
7		Meeting Review	Everyone	Discussion	
8		Meeting Adjourned	Georgette	Accepted	

Present: Karl Newton, Dan Sanders, Julie Longmore, Walley Francis
 Guest: Travis Hance
 Unexcused: Jamie White, Chris Fowler

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Distribute Meals

Q&A with the GM

2 Dan Called Meeting to order at 6:35pm

Agenda Review

Task Review

The June 6th Minutes were accepted with the following changes: Item 5. GM report- strike comment regarding electronic vote. It was noted that not all of our discussion was captured in the minutes.

(Motion: Walley; Second: Karl) [Three votes, one abstention]

3 GM Monitoring Reports (Travis)

This month's report was

4 Store Report (Travis)

- Sales trends have been the same as the last few months, We finished June down 18.12% from last year.
- Jamie's last day was last week, Sung is cross-training to take over his duties.
- Rob Martin and Linda McCann will be visiting next week to help plan our store reset, and to help develop our deli program.
- We will be discontinuing 4-500 slow moving products over the next few weeks. This is not a hard-and-fast thing, if a customer sees us dropping something they can't live without, we will consider keeping it.
- We continue to adjust our pricing in light of new competition, we are looking better every week.
- The first draft of the annual budget is done, see attached. I put in the BOD budget from last year, we need the Board to review and adopt a new budget. This is a tighter budget than we have worked from in previous years, I think that is reasonable. I have not yet gotten enough bids on our facade renovation to be comfortable with that number, I also have not yet gotten the proposal from National Grid to update our lighting, the cost here is estimated.
 - Once we have a final budget in place, I can finish July's monitoring report. Moving the meeting up a week altered the timeline for

Discussion: The full financial model is too complex for the Board's purposes, a simplified, higher-level budget is included in the business plan.

5 Committee & General Updates:

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Treasurer's Report (Walley)

Sales are down, this is our current problem. We are beginning to experience cash flow difficulties.

6 Where we stand as a Board

- We are a majority of members in office
- We should consider appointing some people to fill vacancies
- There was a discussion regarding workload and board dynamics
- We are in favor of adding 1-3 new Board members
- Travis will get the list from our last brainstorm from Georgette
- We will meet Tuesday July 26th @ 621 Skytop rd., 6:30pm to discuss Bylaws changes

7 Meeting adjourned at 7:45 I didn't note the time- this is a guess