

CNFC Board Meeting  
7:00 - 9:00 p.m.  
Tues, Sept. 26th 2017  
Amy Robertson's house: Treedom

## Cortes Natural Food Co-op Board Meeting Minutes

In attendance: Meg, Fred, Anne, Thea, Suzanne, Amy.

Regrets: Phillip.

General manager: Eric

Administrative assistance: Mielle

opening meditation and check-in

Motion carried: agenda approved.

Motion carried: minutes from the last meeting approved with corrections to the land committee section.

### General Manager's Report

- The next stage in the application for a liquor licence is an inspection of the site, making sure servers are trained, that food is served, etc. (In the meantime a special event license can be obtained for the burgers and beer event).
- There was an expenditure of approx. \$6000 to install a uv system and pump in the well. The new system is working well. The water is tested every month in Comox at the VIHA lab.
- Regarding finances: our margins looks like they went up, but in actuality it is that we started the perpetual inventory system earlier this year. Previously the Co-op has undercounted inventory. Overall our assets are a touch higher, but building and equipment has depreciated.
- Staff wish list: Higher wages. Many Co-op employees need to have second jobs. Making the cooler situation more efficient.
- Cafe: A great summer. Sales up by 25%. Planning to stay open Saturdays until thanksgiving, then m/w/f.

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Discussion: staff benefits: The last Board looked into the potential of the CNFC providing health and dental to staff who qualify (a minimum of 5 staff working a minimum of 20 hrs per week). We have the numbers now.

Last time, staff were asked to contribute to paying the premiums. The staff did not interpret this as the offering of a benefit.

The cost to purchase benefits is \$6000 year.

The CNFC has already gone over budget in wages due to the increase in the minimum wage to \$11.35. Raising wages plus offering benefits could cost \$10,000, which we cannot do at present.

Suggestion: Raise prices by 3% to generate more revenue. Fundraising for capital upgrades. Put our money into human hours.

...or: Target the margins on certain items or categories of items.

Proposal: Take another look at staff benefits: The chamber plan—biggest provider for BC, and cover small businesses.

### Board Responsibilities and Operations:

Staff question the validity of having a paid secretary for the Board. This question arose at the time the board refused to cover the cost of staff benefits. A paid secretary seems like an excess expense.

Discussion:

- The step to hire an administrative assistant arose because, with the property ownership, the Board had to be more professional. Also, the board wanted a policy manual.
- It is difficult to get enough volunteer hours and energy for the administrative duties.
- Request for next meeting: An audit of the hours and costs, and a description of role.

Nov. 13th: Board development and visioning workshop...a retreat on how to be on a Board, how to create a role that is meaningful.

### Committee Updates:

#### Land Committee:

- Rentals: Hunt and Gather's owner wants to sit down and look at a lease for \$50 a month for the winter months as was the previous arrangement. She has agreed to pay \$200 a month for July and August. Amy will set up a meeting with her to discuss.
- Jam space guys: need to enforce no smoking policy on Sunday afternoons.
- Courtyard improvements:
  - Rocks are being delivered tomorrow morning—there is enough money to move the rocks, but nothing else....
  - A fundraising letter is going out to previous donors. It could also go in the newsletter.
  - People really like the front deck. Perhaps we could fundraise with Marnie for a new stage.
- Moon swing:

How to make the moon swing fit regulation? (regulations: 1. in a multi-use fence. 2. contained swing 3. made out of soft material.)

Does the board want to take on the risk/liability? Is there something we can do mitigate risk in terms of designing the area, and provide something that re-invigorates the play area?

### Fundraising:

November dinner hosted by Board, the last one of the Dream Cuisines, on Nov. 16th. Board members will serve, be in the kitchen, and do the fundraising/advertising.

For the next event: tickets can be sold as holiday gifts over Xmas for a January event.

Suggestion: Quiz night.

### Finances:

Need a treasurer and finance committee.

Display board: Fred is making one for the space to the right of front door. This will house things like the land committee drawings and other Board-related information.

Next meeting:

Oct 26th: 4-6 pm in the Co-op Cafe.

motion to adjourn carried: 9:00 p.m.

closing meditation and round