

CNFC Board Meeting  
4:00 - 6:00 p.m.  
Tues, Feb. 21st 2017  
Co-op Cafe

MINUTES: MEETING OF THE BOARD OF DIRECTORS  
in attendance: suzanne, philip, fred (no quorum)  
general manager: eric  
administrative support: mielle

opening meditation and check-in

\*Note: no quorum

General discussion re winter expenses: we have enough generator propane to run the ovens for a week without power.

General Manager's report:

Store and Cafe:

- Three existing employees have stepped up to be managers. The Co-op is starting to look for summer staff.
- The Cafe and Bakery are seasonally slow.
- The food at the dream cuisine nights is amazing. The Cafe is getting a liquor license for the March 9th (French Cuisine) event—servers are allowed to pour. The cafe is experimenting with organizing and timing the two sittings. Some people are picking the second sitting because it is less rushed.
- Dream Cuisine dinners are not in the plans for the summer—although it might be a good idea to continue them as fundraising dinners.
- There is a new smoking shed. This is good timing for the music jammer group.
- Inventory management is going live in the store, and will be left turned on when the fiscal year ends next week.

#### Staff Benefits:

Discussion of the staff benefits package. Eligibility is dependent on working a minimum number of hours. Discussion of how to slice the premiums between employer and employee. Having the employer pay for the benefits would bring up our wage percent from 19% to 23%.

The following motion is drafted and later voted on and approved over email:

Motion to approve the basic benefits package for employees working 20 hours or more per week. The package is to be funded 75% by the Co-op and 25% by the employee. Please see the General Manager's notes on benefit package options (attached with the documents for the Feb. 21st meeting) for specific details. The new benefits package is to go into effect on April 1st, 2017.

#### Liquor license:

A form for public feedback is available at the front and has been sent out with e-news. We cannot purchase local alcohol unless it is carried through the liquor board, this is unfortunate given the array of local ciders and wineries. For a liquor license the Co-op would need to install cameras and an alarm system.

The Co-op can apply for single evening liquor licenses as often as it like...with the proviso that it is for charitable revenue.

#### Discussion of Budget:

- The Co-op can likely only afford \$10,000 on capital projects.
- The budget looks tight: margin needs to stay up, and hours to stay down. It will go to the staff, so that everyone understands the financial situation.
- The cafe in actuality runs as a community service—it is a break-even situation. The projected budget assumes the same. Being able to serve alcohol could improve the profit margin significantly. Projection: a gross increase of 3%
- Rental income is approximately \$10,000 a year. The Co-op does not pay maintenance on the rental buildings.

- The current maintenance expenses will continue.

Committees reports and discussions:

LAND COMMITTEE:

- moving the driveway doing the courtyard work is estimated cost to 100,000.
- courtyard priorities: stairs, stage, and fence.
- Fundraising ideas: ask David Rousseau to do a 3-D model/mock-up for our fundraising to raise the profile of the project. Staff could ask patrons to add a dollar from each sale at the till to fundraising. Dream Cuisine summer dinners could be fundraisers.
- a good project co-ordinator will be key. For transparency is it important to solicit applications for this role from the community. Labour and materials should also be solicited transparently from the community. The co-ordinator should not be prevented from participating in the labour, which must come in on budget.

Scheduling and organizing upcoming AGM

- Late June
- Ideas re how to bring people out to the meeting: movie and pizza, a speaker, an inspiring film about co-ops/social profit/food security, a skit.
- Discussion re the need to bring together an active and vibrant board.
- Discussion of the role of introductions and questions, giving in advance, which nominees could address.

Local food **grower's** questionnaire and signage

Discussion regarding the nature and scope of the project and the draft questionnaire. Melle will take the amended questionnaire to the upcoming local growers meeting. Darcy will be asked to be the project's photographer.

Gazebo suggestion

How to address the plywood back of the sign facing the parking lot? Melle will look into ordering a bulletin board to cover that area. The board could be installed and painted.

MEETING ADJOURNED

NEXT MEETING: TUESDAY MARCH 28TH: POTLUCK AT SUZANNE'S HOUSE