

**EAST LANSING FOOD CO-OP -- MINUTES: SPECIAL MEETING OF THE BOARD OF DIRECTORS 11/4/09
Michigan Energy Options (formerly Urban Options), 405 Grove Street, East Lansing**

Present: Staff: Carly P, Dave F Owners: Brian B, Wayne S Board: Julie C, MargaBeth C, Ray K, Kriss O
(Advance regrets from Board members: Meghan C (class) and Tony W (ill))

1. Call to order and introductions – Without a quorum at 6:35pm, we began informal discussion about the Old Union Hall in Old Town Lansing as a possible expansion location; Julie arrived shortly, when the meeting officially began.
2. Consent agenda –
 - 2.1. Approval of the agenda – approved as drafted
 - 2.2. Approval of the minutes of 10/27/09 – tabled until the regular board meeting on 11/18/09
3. Old business – discussion items

- 3.1. From the 10/27/09 board meeting, discussion about the “Old Union Hall” in Lansing’s Old Town as a possible location for ELFCO’s expansion. The building needs updating for Old Town to expand west & south.

ELFCO was approached by the Ingham County Land Bank and the Old Town Commercial Association (OTCA) about ELFCO possibly purchasing the property at 1135 N. Washington in Lansing. Dave, Julie, Tony, Ray, and Kriss walked through the property a few weeks ago. It needs significant updating and restoration, much of which could be subsidized as “brownfield.” The proposal suggests redeveloping the entire second floor into three loft apartments, which would be income property for the co-op. We asked questions about parking (on which we could get a great deal) and property taxes (which are very low now, but would increase after renovation).

Wayne asked if (1) expanding to this location would be “too much, too fast” for the co-op and (2) if a co-op grocery store is viable in the Old Town neighborhood. Ray thought a bigger question is “what do we have to gain, what do we have to lose, how much would ELFCO have to spend to get this up and running that we would lose if it was not successful? We talked about these questions and agreed to put the question on the agenda for the 11-18-09 Regular Board meeting.

4. Reports

- 4.1. General manager’s report, including financials -

Beer and Wine – I found a nice, used commercial 200 bottle capacity wine rack on Craigslist and purchased some shelving all for less than a new rack would have cost and we have figured out where it’s going to be displayed (where the coffee and tea are located across from the Zingerman’s rack) I’m still working on contacting distributors and getting accounts set up. I also contacted Corrine at Ypsi Food Co-op to see if she had any alcohol training that she could share, which she is working on. I discussed the seriousness of checking IDs at the Nov. staff meeting and a number of staff shared stories of bad consequences that have occurred at other places they’ve worked when people didn’t check IDs. I let staff know that there will be a zero tolerance policy about checking IDs and that not checking will be cause for immediate dismissal, because I’m not going to allow the resources of the owners to be put at risk.

LCM – I have posted signs that we will keep our stall at the LCM open through Thanksgiving and that we’ll be closed starting Friday, November 27th to give us time to pack up and to move things over to the Northwind store. I have also offered Priscilla the opportunity to move over to the Northwind store starting in December. As I mentioned in my last report, we have a full schedule, which makes this transition a bit tricky, but I’ll find something worthwhile for her to do.

Financial reports – I feel confident that we are close to having our 3Q09 financial reports completed and I have been keeping tabs on the progress with both our finance folks and the accountant on a daily basis. This morning, I sent out a monthly sales comparison spreadsheet which shows that sales through the end of October are running right at 9.7% over last year, which seems pretty good given the economic situation out there (I think we had budgeted for 10%).

Thanksgiving planning – Turkey sales are moving along at a decent pace. I had the buying staff along with Janet and Megan meet last month to make sure that we have our bases covered for the holiday. We are looking for board help with the turkey toss on Sunday, 11/22 starting at around 10am. Please let Carly know if you can help out.

Donation from a member – We have a very nice offer from member who would like to purchase \$1000 worth of vouchers from ELFCO to donate to the Food Bank and I’ve been working with this member and Terry Link to get that set up.

Roofing work – I scheduled roof repairs we discussed at the last meeting and we are waiting for dry weather to get it done.

2010 business planning – As I’ve gotten more information on sales, I’ve been able to move forward with developing a budget for 2010. This year I’m planning on breaking the budget down into smaller parts so that we can measure department sales versus goals and track costs by department as well. We’ll also be working in more precise and timely information regarding sales at locations other than Northwind (ie the farmers markets and such). There will be more to come on that front in subsequent meetings. That’s about it for this time. Hopefully I’ll be able to report that we actually are selling beer and wine when next we meet.

5. New business for board action - None
6. Discussion and informational items
 - 6.1. Member comments - None
 - 6.2. Announcements and questions - None