

**Willimantic Food Co-op  
Annual Meeting  
April 28, 2019**

**Board Attending:** Linda Brock, Alice Rubin, Kathleen Krider, Nancy McMerriman, Joanne Todd, Raluca Mocanu, Charlotte Ross, Stefan Kamola, Sarah Accorsi

**Absent:** none

Quorum was met

**Call to Order:** 6:02 pm

**Agenda Item**

**Welcome; BOD Elections, Updates, and Announcements (Kathleen Krider, President)**

- Introducing current Board members
- Introducing nominated slate of candidates for the election to the Board of Directors:
  - Joanne Todd
  - Linda Brock
  - Sarah Accorsi
  - Stefan Kamola
- Updates and Announcements:
  - Ends Policy Update, presented by Kathleen Krider
    - The Board recently updated the Ends (Policy A in the Policy Governance manual). This is a work in progress, meaning that the Ends policy will be reviewed on a regular basis, and revised as needed.
    - Key points from the Ends policy:
      - providing “nutritious, local, high-quality, affordable foods”
        - a future revision will define “nutritious”
        - the Coop currently sells over 100 different local products, adding up to a significant portion of the total sales
        - the Basics program, which includes over 400 items, has been successful in reducing prices
      - promoting “cooperative principles”
        - Annual Meeting
        - education and training offered to Board and staff
        - using social media to communicate with membership
        - movie screenings
      - concern for the community
        - The Coop donated \$20,000 in 2018 to local organizations in our community (through the wooden nickel and the round-up program).
  - Update on Senate Bill SB138, presented by Joanne Todd
    - as stated in the Spring 2019 issue of the “Compost” newsletter, “Senate Bill 138 would update Chapter 595 in the Connecticut General Statutes to bring our statutes more in line with those in nearby states and strengthen the basic principles of member-ownership, member-control, and member benefit for Connecticut cooperatives.”
    - Joanne explained why this bill is important, how we got to this point, and

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- what members can do to support this bill.
- Update on Bylaws revisions, presented by Linda Brock
    - at the 2018 Annual meeting, members voted to adopt the proposed By-laws revisions
    - since then, the By-laws committee has been working on addressing questions and concerns raised by members, reviewing the entire by-laws document to clarify language that was confusing, and consolidate information that was split up in different sections of the document.
    - next steps: the updated document will be reviewed by the lawyer, then members will have the opportunity to ask questions and provide feedback prior to voting on the updated By-laws.

**Financial Overview (Joanne Todd, Treasurer)**

- Income statement: 2018 financial data shows very strong sales growth
- Balance sheet: the WFC is in a strong position going into the expansion
- Statement of Financial Condition:
  - total assets nearly doubled from 2010 to 2018
  - increase in equity indicative of a well-managed Coop

**Board Election member vote (Charlotte Ross, Director)**

- Having received no petition for further candidates, members were asked to vote on the endorsed slate as presented at the start of the meeting (page 1)
- Charlotte announced the votes on behalf of the membership for the proposed slate:
  - 102 total votes were submitted (includes “in absentia” votes cast prior to the meeting, and the votes cast by members present at the meeting)
    - 75 votes were in favor of the endorsed slate
  - *The vote carries: the proposed candidates have been elected to the Board of Directors*

**Expansion Update (Alice Rubin, General Manager)**

- Initial focus of expansion on meeting immediate needs: office space and storage
- 2016 member vote overwhelmingly in favor of purchasing the property at 87 Church St
- 2017: closed on the property and began cleanup and remediation process; began exploring concepts for adding a kitchen with the goal of selling our own prepared foods.
- 2018:
  - continued cleanup and remediation
  - continued to explore kitchen concepts
  - updated market study
  - working on the Pro Forma (a financial planning tool used to assess the outcome of the business plan)
  - contracted with C&H Architects, who presented a proposed design that would meet our immediate needs, as well as incorporating our vision for the future
- Next steps:
  - working with Don Moffitt, a CDS (Cooperative Development Services) consultant

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- to review the Pro Forma and assess the financial feasibility of the expansion plan
- assessing the impact of the Town of Willimantic’s plans for building a senior/community center, as well as other developments in town.
- Assessing how much money we can afford to spend while remaining financially viable, and then determining what we can build with that amount of money.

**Guest Speaker (Tom DeVivo, Town Council Chair, and owner of “Willimantic Waste Paper Company Inc”)**

- Senior/Community Center update:
  - will include a swimming pool, gymnasium, exercise room, and healthcare center
  - parking lot will be town property and will be made available to WFC customers
  - anticipated completion date: 16 months from now
  - for further info and updates, monthly meetings are held on the second and fourth Mondays, and are open to the public
- Recycling presentation:
  - “wishful recycling” has led to contaminated recycling, for example:
    - shredded paper is not recyclable in mixed-stream (but can be recycled separately, for example at the Mansfield Transfer Station, or can be composted)
    - unopened cans of food
    - K-cups
  - recycling numbers should not be used in determining if an item can be recycled
  - encouraging consumers to buy recycled products

**Meeting adjourned** at 7:25 pm.

**Supper was catered by *Not Only Juice*.**