Board members in attendance: Collin, Veronica, Alyssa, Rachel, Vince

Others in attendance: Ousia, Paula

Note taker: Rachel

Facilitator: Collin

Time keeper: Collin

Minutes

* Check ins + preferred pronouns + firestarter (10 min)
	+ What was the best part of 2017? What do you look forward to most in 2018?
* WC updates
	+ Store (10 minutes)
		- Update on 2018 inventory dates. First one will be Sunday, January 7 from 6PM-midnight(ish). Other dates: April 11, July 1, Sept 30
		- Review with Resse was completed on 1.4.18
		- Ousia working with Pathfinders on seeking out volunteers
		- Contacted Street Angels about being the recipient for the Jan-Feb round-ups
	+ Café (10 minutes)
		- Solid holiday sales-sold a lot of pies!
		- Getting a lot of cleaning done in the slow season--health inspector is due to show up soon.
		- Café meeting this upcoming Tuesday.
* Committee updates
	+ Finance (5 minutes)
		- Vince to send out summary after the meeting.
		- No major differences in November in terms of rises/declines in sales/amount of money in bank.
		- November 2017: $180,865 in the bank (after liabilities). In 2016, we had $171,386 (after liabilities), so we are slightly up over time.
		- Gross sales showing slight decline over time in both store and café.
		- Coop could consider investing some money that’s in the bank.
	+ Cohousing (5 minutes)
		- Meeting with planners is January 25, 7PM at the River Revitalization Foundation center. Will get better idea of what costs would be.
		- Committee members to come up with questions to add to the Communications Committee’s survey being sent out in February if they decide that this would be the best way to involve the membership.
	+ Building Maintenance (5 minutes)
		- Cameras were installed!
		- Josh considering joining the committee.
		- Vince planted service berries on the deck.
	+ Communications (5 minutes)
		- Survey was sent to WC, will send to board soon for review.
		- Spaghetti dinner coming up on January 27.
			* Could have info tables about the coop and some future planning ideas (marketing, cohousing).
	+ HR Committee (5 minutes)
		- Collin and Rachel met with Josh for 3 month review. He will send his 3 month goals out to the WC managers by Tuesday, January 9.
	+ Membership (5 minutes)
		- Programmers are looking into how to remedy some of the CoPos issues that affect membership information.
		- Committee considering researching other membership tracking methods to possibly improve system.
		- Ousia working on making sure those that should get discounts are and those that shouldn’t aren’t.
		- Suggestion: Minimum volunteer requirement for members to be considered “in good standing” and able to vote. Members who simply pay would still receive all other member benefits. Rachel to add to the February agenda.
* Other
	+ Discuss potential need for events coordinator (20 minutes)
		- In the past, have had people help out on contract.
		- WC to talk about and discuss what needs are there.
	+ Begin GMM + board recruitment planning (30 minutes)
		- Rachel to send out 2017 annual report so those writing a report can have an idea of what to provide.
		- Rachel to send out a task list for GMM planning to get tasks assigned and the ball rolling early.
		- Collin to be POC for potential board members.
	+ Review of board expenses for 2017 + finalize budget for 2018 (10 minutes)
		- Dinner (including tip): $261.89
		- Note-taker (including edits time): $186.85 (18.5 hours at $10.10/hour)
		- Wellspring total cost (includes meeting room, lodging, breakfast, kitchen rental):
		- Meals and snacks from the coop:
		- Other?
		- **Total for retreat:**
		- **Total board expenses overall (retreat + other expenses in 2017):**
		- **\*\*\*Rachel to reach out over email to Shelly, Gina, and Karen.**
	+ If extra time: Go over retreat action items list.
		- Rachel to send an email to committee heads to send Ousia their committee member lists--ensure they get their discounts!

Next meeting: Thursday, February 1 from 6:30-8:30 pm at the River Revitalization Foundation

\*Do you have any questions on the minutes or wish to attend a future meeting? Please contact board@riverwestcoop.com for more information.