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SCM BOARD OF DIRECTORS MEETING December 17, 2019 MINUTES

Board Meeting Commenced: 6:41 p

Location: Colleen's house

Present: Rich, Michael, Andy, Deb, Colleen, John, Abigail, Katie, Jeremy

Absent: Meg, Ashley, Jen

PRELIMINARIES

Ends: waived

Ground Rules/Guest Rules: waived

AGENDA REVIEW

None

VOTING AGENDA

Andy moved to accept Item A, the September board minutes, seconded by Deb, all in favor.

Deb moved to accept Item B, the November board minutes, seconded by Abigail. Michael and Rich abstained. All in favor.

Colleen moved to accept Item C, the GM Monitoring Report B.10 Logistical Support, seconded by Rich. Discussion: Colleen asked who has board administration duties (Jen) and who checks the email (Jeremy). John abstained. All in favor.

Andy moved to accept Item D, the Board Monitoring Report D.7 Relationship to Member Owners, seconded by Abigail. John abstained. All in favor.

GM FYI REPORT

Member Update: Andy moved to accept new members, seconded by Rich, all in favor.

Staff Update: Hired Tristan for grocery.

Store Update:

- **POS System:** Jeremy requested board approval on the Catapult POS system. He has received quotes for and NCG consulting on both of the POS systems he was considered, and has weighed the pros and cons of each. He has determined that Catapult would work best for our needs. It will be financed through a lease company, with a 48-month plan at \$1147/month plus \$532 in monthly maintenance fees. This will include training, and they will come for the first week of implementation. The total system cost will be \$48,730. Colleen moved to approve moving forward with the new POS system, seconded by Michael. All in favor.
- **New Store Fixtures:** The dairy/perishable case would cost \$12,000 with \$8,000 for installation. The bulk/coffee fixtures would cost \$24,000. Jeremy wanted to present information about the cost of new fixtures for consideration, not for a vote at this time, and noted that when we invest in new fixtures we have shown increased sales growth.

Financial Reporting: Key indicators are up. We had the best sales during Thanksgiving this year than ever before.

DISCUSSION AGENDA

Point of Sale Discussion/Approval: Discussed and voted on during GM FYI Report.

Certify Election Results: Meg and Rich were both re-elected to their positions. Katie was elected to a 3-year term, and Ashley was elected to a 2-year term. Deb moved to accept the election results, seconded by Abigail. All in favor. Andy also mentioned that he was nominating a potential candidate who is interested in attending the January board meeting.

Capital Campaign Committee Charter: Jeremy would like for the first meeting of the committee to be the first week of January, and execute the first round of the campaign by April. The board will take time to review the charter, Micahel will make necessary changes and vote to approve will be held over email.

Finalize 2020 Calendar: The next board meeting will be held January 28 and monthly meetings will be scheduled for the 4th Tuesday each month, provided this works for new board members.

2020 Meeting Schedule: Will be finalized in February.

Review Annual Meeting Minutes: Must be amended to reflect that Andy was present for the meeting.

Yearly Reflection: The board shared thoughts and reflections from the work the co-op has done over the past year, with quorum at the annual meeting and moving forward with expansion standing out as highlights.

EXECUTIVE SESSION

Board discussed the GM Bonus Plan and Metrics for FYE20.

Adjourned: