

PRICKLY PEAR FOOD CO-OP

PO Box 1524

Truth or Consequences, NM 87901

MINUTES

Board of Directors Meeting

June 18, 2024

Location: Main Library Conference Room

Meeting Time: 11:00 am

Facilitator: Heather Rische

Note taker: Paula McAlister

Timekeeper:

I. Call to Order 11:16 am

II. Roll Call and Confirming Quorum

Sulome Anderson-President, Avi Burg, Connie Chmura, Paula McAlister, Heather Rische, ~~Dani Verves~~, Sunday Xiques (late arrival)

III. Member Forum

Pat Swan and Heather Rische have been in communication over the past year. Pat is interested in joining the Board. She is very interested in helping the co-op succeed.

Background:

1. Two years of fundraising
2. An event planner by trade
3. Retired
4. Can work with Quickbooks
5. Full time resident, does travel for vacation
6. Good availability
7. Computer savvy
8. Pat is aware that we are a working Board.

1. A recommendation was made by Heather Rische that we propose a motion to install Pat Swan as a member of the Board of Directors. The motion was made by Connie Chmura seconded by Sulame Anderson. Discussion ensued regarding the fact that we will now have an even number of Board members. The motion was carried by unanimous vote to approve Pat Swan as a member of the Board of Directors.

Motion Carried

Pat Swan expressed an interest in serving as Treasurer for two years.

2. Avi Burg resigned as Acting Treasurer.

A motion was made by Heather Rische, seconded by Sulame Anderson to accept Avi Burg's resignation as Acting Treasurer. The motion was carried by unanimous vote.

Motion Carried

3. A motion was made by Avi Burg, seconded by Connie Chmura to approve Pat Swan as Treasurer for a two-year period. The motion was carried by unanimous vote.

Motion Carried

Heather will meet with Pat and Avi to transition. When evaluating accounting software consider POS interface and companies that coincide with our co-op values.

IV. Action Items

1. It is recommended that the Board accepts the Minutes of the May 21, 2024, Board of Directors meeting.

The motion was made by Heather Rische, seconded by Connie Chmura and carried by unanimous vote.

Motion Carried

2. It is recommended that the Board accepts the Financial Reports for the month of May 2024.

Citizens Bank Checking account \$4,030.73 - Saving Account \$4,726.96. Debit card - biodegradable gloves used for distribution, a set of wet erase markers for signage at distribution. Expenditures totaled \$997 and \$908.

The motion was made by Heather Rische, seconded by Sulame Anderson and carried by unanimous vote.

Motion Carried

V. Discussion Items (ACTION MAY BE TAKEN)

1. Board of Directors Member listings and Recruitment
We have a new Board member, Pat Swan
2. Treasure or Bookkeeper Search

Terri Durham would be able to assist with Quickbook, feelers out regarding Kay. However, we now have Pat - Yeah!!! Quickbooks/Quicken through The Bountiful Alliance, Linda DeMarino, informed us that yes we are able to share with TBA. Is it possible for us to have our own version? We must take a professional cooperative approach. Can we afford \$40 a month? Is there a not-for-profit pricing? Sulome will approach Claudia. Heather will approach Jane and perhaps Linda. Let's look into open source.

3. Membership Update

- Renewals and New Members

Membership list is not updated. Estimate 142 members.

4. Volunteer Committee

- a. Chairperson - *Avi may be interested in being the Chair*
- b. Recruitment
- c. Training - *Last two distributions went smoothly*
- d. Creating an expanded list of volunteer jobs
 - *Maybe Donna Monroe could make a quilt to auction off, maybe tote bags.*
 - *Seeking grants and review qualifications*
 - *Writing grants*
 - *Orders typed up and printed before every distribution*
 - *Familiar with Quickbooks or some other accounting software*
 - *Website management*
 - *Informational pamphlet for the co-op*
 - *Board Handbook*
 - *Volunteer Training Handbook*
 - *Member Handbook*
 - *Auction Fundraiser*

Any other thoughts?

5. Status of Refrigerator purchase

Awaiting information from Colette and feasibility of the electrical system's ability to handle two refrigerators in the available space.

6. Discuss Local Lamb Vendor

Chantel Orossco - Monticello Farms would like to supply Lamb through the co-op. The application states ethically raised - antibiotic free - varies pasture, grain and hay, pen and pasture. Statement on application states "we feed hay and grain" providing "Lamb and wild meats" In order to offer the lamb we will need clarification on antibiotics to provide to members. Is there a website for this vendor so we can get more information?

7. Taxes

We did obtain an extension on taxes. We hired someone. We haven't heard from her as to when the taxes will be completed. Heather will give Pat the accountant's name and she will work with Connie. They will reach out and work on the forms.

VI. Schedule

| Month | Date | Time | Activity | Location |
|--------------|-------------|---------------------|----------------------------------|-------------------|
| June | 4 | 11:00 am to 1:30 pm | Co-Op Work Meeting | Library |
| | 5 | 8:00 p.m. | Orders due for 6/11 distribution | On-line |
| | 11 | 1:30 - 4:30 pm | Distribution | Snakestone Studio |
| | 18 | 11:00 am - 1:30 pm | Board Meeting | Library |
| | 19 | 8:00 pm | Orders due for 6/25 distribution | On-line |
| | 25 | 1:30 - 4:30 pm | Distribution | Snakestone Studio |
| July | 2 | NOTHING SCHEDULED | | |
| | 3 | 8:00 p.m. | Orders due for 7/9 distribution | On-line |
| | 9 | 1:30 - 4:30 pm | Distribution | Snakestone Studio |
| | 16 | 11:00 am - 1:30 pm | Co-Op Work Meeting | Library |
| | 17 | 8:00 pm | Orders due for 7/23 Distribution | On-line |
| | 23 | 1:30 - 4:30 pm | Distribution | Snakestone Studio |
| | 30 | 11:00 am to 1:30 pm | Board Meeting | Library |

VII. Adjournment - 1:09 -

At 1:09 p.m. a motion was made by Heather Rische, seconded by Paula McAlister and carried by unanimous vote to adjourn.

Respectfully Submitted by Paula McAlister on July 17, 2024

PMC
7/17/2024