

# The Village Co-Op Market of Williamsville Board Meeting Minutes

**When:** Wednesday, December 20, 2023, | work session 6pm / board meeting 7pm

**Where:** Amherst Town Hall, Council Chambers, 2<sup>nd</sup> floor (5583 Main St.) and Zoom videoconferencing

Zoom link: <https://zoom.us/j/3205921689> Meeting ID: 849 7354 6144

One tap mobile +1 (646) 876-9923, 84973546144# US (New York)

**Attendees:** Jim Walfrand, Steven Schultz, Jon Carmen, Mary Ellen Haefner, Mark Storch, Isra Jahan

## Board Meeting:

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- A. Reading of Mission Statement: Steven Schultz
- B. Approval of minutes from November 15, 2023
  - i. Motion to approve: Mary Ellen Haefner, 2<sup>nd</sup>: Steven Schultz
    - I. All approve, motion passes.

### C. Updates

- i. Membership – 1152 Member-Owners
- ii. Finance:

Evan's Bank Checking	\$52,057.27
Total	\$52,057.27
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Expenses:	
Facebook Advertising (November)	\$821.84
Mailchimp (November)	\$108.75
Creighton, Johnsen & Giroux (Professional Fees for October) - #1101/Invoice 402)	\$382.50
Laura Shucard (Summer 2023 Flyering Project - #1103/Invoice 1)	\$15.00
Kelly Guercio (Summer 2023 Flyering Project - #1104/Invoice 2)	\$22.50
Total Expenses	\$1,350.59
Available (pending open payments)	\$50,706.68
Open Payments:	
Sheridev, LLC - #1106/Invoice 109624	\$5,471.35
Williamsville Business Association Renewal	\$99.00
Total Open Payments	\$5,570.35

Available after open payments are closed

\$45,136.33

D. Established New Committees:

- I. Grants Committee – Jim Walfrand, Mark Storch
    1. We are still talking to one nonprofit, Blue Cross Blue Shield. They will sit down with us at the beginning of January.
  - II. GM Recruitment – Mary Ellen Haefner
    1. We want to have additional people on the committee in order to find our GM.
  - III. Design – Mark Storch, Steven Schultz
    1. We want to approve contracts for Sutton Architecture and RP Oak Hill Building Company Inc.
      - a. Motion to approve: Mark Storch, 2<sup>nd</sup>: Jim Walfrand
        - i. All approve, motion passes.
  - IV. Tabling and Events Committee – Steven Schultz
    1. We had 2 tabling events on Main Street in front of Hunt Real Estate this past month. No direct signups, but perhaps some indirect signups.
  - V. Financials – Jim Walfrand
    1. Jim will reach out to Shared Capital since they will not consider giving us a loan.
  - VI. Prospectus / Capital Campaign – Jon Carmen
    1. Our Prospectus is approved! As of 12/7.
      - a. We tentatively want to kick off the campaign in the first week of February.
    2. We are looking for a Social Media Manager to post multiple times a day about the Capital Campaign.
    3. We signed a contract with a not-for-profit in order to take donations.
  - VII. Marketing – Jon Carmen
    1. Campaign with the gift certificates has been very well-received.
      - a. We have about 72 gift certificates remaining.
  - VIII. Elections – Steven Schultz, Mary Ellen Haefner
    1. Voting opened on November 13 and closed on November 26.
    2. There were 6 duplicate/triplicates.
    3. 15% of the member-owners (175) voted. We have met the by-laws amounts which states that at least 50 people or 10% of all member-owners must vote, whichever is less.
      - a. Jeff Bagel received 19% of the votes (99 votes). Jon Carmen received 29% of the votes (152 votes). Nancy Corigliano received 23% of the votes (119 votes), David Duquette received 15% of the votes (79 votes). Isra Jahan received 14% of the votes (77 votes).
    4. Congratulations to Jeff Bagel and Nancy Corigliano, they will be on the board for 2024. Also congrats to Jon Carmen who will continue being on the Board.
- E. Questions / Discussion
- F. Motion to Adjourn: Steve Schultz 2<sup>nd</sup>: Isra Jahan
- i. All Approve, Motion Passes
  - I. Meeting adjourned at 7:25 pm.

**Next Meeting:** Wednesday, **January 17, 2023**; Work Session - 6pm, Board Meeting - 7pm Where: Amherst Town Hall, Council Chambers, 2<sup>nd</sup> floor (5583 Main St.) / Zoom videoconferencing **The Village Co-Op Market of Williamsville**