

The Village Co-Op Market of Williamsville Board Meeting Minutes

When: Wednesday, January 17, 2024, | work session 6pm / board meeting 7pm

Where: 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, Jon Carmen, Mary Ellen Haefner, Mark Storch, Jeff Bagel, Isra Jahan, Ryan Duquette, Nancy Corigliano

Board Meeting:

- A. Reading of Mission Statement: Isra Jahan
- B. Approval of minutes from December 20, 2023
 - a. Motion to approve: Mark Storch, 2nd: Jim Walfrand
 - i. All approve, motion passes.
- C. Election of officers announcement – Jim Walfrand as the President, Jon Carmen as Vice President, Mary Ellen Haefner as the Treasurer and Isra Jahan as the Secretary.
 - a. Motion to approve: Jeff Bagel, 2nd: Isra Jahan
 - i. All approve, motion passes.
- D. All Board members take a minute to introduce themselves.
- E. Updates

- a. Membership – 1194 Member-Owners
- b. Finance:

Evan's Bank Checking	\$50,517.68
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Total	\$50,517.68
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Expenses

Facebook Advertising (End of December and Beginning of January)	\$1,099.80
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Intuit (Quickbooks Online) for 2024	\$701.44
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Mailchimp (December)	\$108.75
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Sheridev, LLC - #1106/Invoice 1096213 (December)	\$5,471.35
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Williamsville Business Association Renewal	\$99.00
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Total Expenses	\$7,480.34
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Available (pending open payments)	\$43,037.34
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Open Payments:

Sheridev, LLC - #1107/Invoice 10980868 (January)	\$5,471.35
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Total Open Payments	\$5,471.35
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Available after open payments are closed

\$37,565.99

F. Established New Committees:

- i. Grants Committee – Jim Walfrand, Mark Storch
 1. Pending grant application for a non-profit organization. Nancy and Jeff will assist with this.
- ii. GM Recruitment – Mary Ellen Haefner
 1. We want to get started on finding great candidates.
- iii. Design – Mark Storch, Steven Schultz
 1. We have an architect working on the design right now.
 2. Benderson's work on the interior will be starting next month
 3. Mark meets with Colby every week.
- iv. Tabling and Events Committee – Steven Schultz
 1. Nothing new to report, but we do plan on being at the Williamsville Farmer's Market this year.
- v. Financials – Jim Walfrand
 1. We have 1 application that we are finishing up right now. We are working with 3 different banks.
 - a. 2 banks have given us commitment letters.
- vi. Prospectus / Capital Campaign – Jon Carmen
 1. Prospectus is approved as of last month.
 2. Capital Campaign will start 2nd week of February
- vii. Marketing – Jon Carmen
 1. We spent about \$1600 on Facebook ads.
 2. We have the gift card promotion that is still ongoing.
 - a. 89 claimed, 31 gift cards still available.
 3. Jon, Heather from Seven Roots (a not-for-profit that helps start up co-ops) and Jeff Bagel did a podcast recently.

G. Questions / Discussion

H. Motion to Adjourn: Jeff Bagel 2nd: Nancy Corigliano

- a. All Approve, Motion Passes
 - i. Meeting adjourned at 7:30 pm.

Next Meeting: Wednesday, February 21, 2024; Work Session - 6pm, Board Meeting - 7pm Where: Amherst Town Hall, Council Chambers, 2nd floor (5583 Main St.) / Zoom videoconferencing **The Village Co-Op Market of Williamsville**