

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

**When:** Wednesday, February 15, 2023, | work session 5:30 / board meeting 6:30pm

**Where:** Williamsville Village Hall (5565 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:

**Board Meeting:** Jim Walfrand, Jon Carmen, Mary Ellen Haefner, David Gardner, Steven Schultz, Mark Storch, Dave Marrano

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A. Reading of Mission Statement: Steven Schultz

- a. All Board members gave an introduction of themselves to the member owners.

B. Approval of minutes from January 18, 2023

- a. Motion to Approve: David Gardner      2<sup>nd</sup>: Steven Schultz
  - i. Motion Passes, All in favor

C. Updates

a. Membership – 759 Member-Owners

b. Finance:	Balances –	Checking –	\$ 60,122.13
		CD-2 –	\$ 10,143.45
		PayPal -	\$ 000.00

Total - \$ 70,265.58

- Invoice from Lawyer Jon Johnson for preparation, and discussion on January 13, 2023 (\$280.00)

c. Site Selection / Pro forma:

- i. The board has been back and forth in negotiations with the developers, to help obtain the best outcomes to move forward with. We are currently waiting replies from the developers to see what further discussions are required.
- ii. Pro Forma: Waiting lease numbers for implementation and discussions with our financial advisor.
- iii. The board has received quotes on equipment to help tighten numbers on the Pro Forma documents. Once the Pro Forma is completed, we can move forward with financing documents and approach 7 roots to begin design efforts. Pro Forma holds up design efforts and Lease holds up Pro Forma.
- iv. Upon finalization of Pro Forma, an announcement will be made, the board does expect a jump in membership. Possible press release and special meeting to help announce where we are in the process.

d. Marketing

- i. On hold, Board continues to use basic social media post to help market co-op.
  - ii. Once lease announcement is made, expect marketing efforts to uptick.
- e. Capital Campaign
  - i. Waiting lease sign. Expecting campaign launch near mid-September 2023.
  - ii. The board will be working on volunteer recruiting efforts over the spring and summer to help build a sufficient team to help with the capital campaign.

D. Questions / Discussion

- a. Jim gave general update to member owners on our current expected timeline and discussed the year end letter for 2022's timeline.
- b. Jim walked through timeline and overall expected process going fwd.
- c. Jim Discussed newly elected board member Dave Marranos experience and introduced him as the point of contact for the GM search.
- d. Member owner request job description to help distribute to others for interested candidates.

Motion to Adjourn: Jon Camren      2<sup>nd</sup>: Jim Walfrand

Motion Passes, All Approved

Meeting Adjourned at: 6:47 pm

**Next Meeting:** Wednesday, **March 15**, 2023; Work Session - 5:30pm, Board Meeting - 6:30pm Where: Williamsville Village Hall (5565 Main St.) / Zoom videoconferencing **The Village Co-Op Market of Williamsville**