

Daily Groceries will be a welcoming place to shop and work. Intentionally sourcing food; nourishing a kind, engaged community.

- Daily Groceries Co-op - Board Meeting-Mon. August 12 5:00 PM - Collective Harvest 940 W. Broad St Athens, Ga

In attendance: Will Hodges, Landon Bubb, Tina Patterson, Theo Horne, Kara Brown, Amelia Herb, Tom Reynolds, Liz Soloman, Ridwan Bhuiyan.

I. Approve August Agenda

- A. Kara will complete the B1 report next meeting; give as much as she has now.

II. Approve Minutes From July 2019 Meeting

- A. Landon motioned all in favor, agenda approved

III. GM Report

A. General Manager Updates

1. 1716 members added as of date.
2. Jody Barnes and Kara to plan future staff meetings
3. B-1 is not complete.
4. Previous election ballots stand the same.
5. 5% line items discount on bulk items
6. \$180 sales in Figment Kombucha
7. Special orders being more member friendly. Blog, IG, FB etc.

B. **GM Monitoring** - Policy B5 Customer Treatment C. B1 Financial COndition 2nd Qtr 2019 - Note*Incomplete Report

Sales down 14%

Final review from Wegner which has final balance sheet. Several errors in balance sheet being correct from 2018.

113-00 physical numbers error in 2016 that was known at the time and equated to 10k error.

The bill for Review is now final costing 1k this month through November and an additional 1.5k in December before paid off.

- 1.) Price up from last review in 2016. Still utilizing them for taxes, however.

Daily change is very low.

Upcoming trainings -Kara running for Steering Committee of NCG.
Election in September If elected will take up an hour of her time
remotely.

B.) Policy B5 membership treatment

- 1.) Ideas exchanged of promoting Daily to students by adding co-op to the welcome packet.
- 2.) Orientation tables
- 3.) PRIDE table - board members to be at the tables
- 4.) Last revised april 11th 2014 -covers a 15th month period.
- 5.) Link to blog post to a recall
- 6.) The general manager will not be unresponsive to customer needs.
- 7.) Statistics of frequency to Daily.
- 8.) Question on Customer Survey: 'How likely to recommend to a friend? 90 % receive excellent service
- 10.) Another survey to be done 2020.
- 11.) Increase foot traffic/ 2019 the basket size is higher than previous years.
- 12.) Membership continues to grow. Is there a way to monitor % of active members. Total sales 40%
- 13.) Total number of members 8.18% up over 2Q 2018
- 14.) Kara reports compliance with the policy; Theo collects comment cards each week and gathers info in order to respond. Max cards 2x per week; share at managers meeting
- 15.) Google monthly shows how people are searching/interacting/calling. 4.7 star average.
- 16.) Inspected by Dept of Ag in January with No violations
- 17.) Post all recalls for grocery from Recall Infolink. Produce distributors keep informed.

B1

- 1.) Non compliant with sales
- 3.) 1.8% growth average across nation. 2019 growth has been unstable and has had fluctuations. Daily following national growth in basket size.
- 4.) Net income is noncompliant. Bench mark is .5%
- 5.) Margin Labor avg. 7.49% for 2Q - v. low.
- 6.) Expenses high including store supplies -meet a minimum from supplier. Trying to lower our minimums with large supplier. Including, Paper towels, straws, bags, etc.
- 7.) Main vendor being Southeast Paper. Minimum 500\$. NCG distributes through them.
- 8.) Two most over-budget expenses include board expenses and marketing expenses. 900\$ to Flagpole for Guide to Athens.
- 9.) Exceeded margin goal by 1.6% for whole store.
- 10.) Dry Goods and Produce struggling with margin due to distributor issues and turnover.

- 11.) Kara will be keeping an eye and playing catch-up with margins.
- 12.) HABA, Supplements, Bread, and Bulk show growth.
- 13.) Wholesale accounts key for Daily to sustain growth - 2.89% up in growth from 2018 YTD
- 14.) Deli has seen a decline in sales. Capital purchase for labeling scale for Deli. Allowing Deli Manager to produce flexible recipes. Potentially expanded to produce.
 - 1.) Current Ratio: most likely 1.08, needs to be 1.25 to be compliant.
 - 2.) Debt to equity ratio 4.23 -highest was Feb @ 4.71; needs to be lower than 3 for compliance

Member Equity proposal- for the 2nd quarter compliant with _____

One question concerning sales growth. Kara reports sales growth concepts that Daily can adopt. Including product placement. Gearing more towards fresh.

B5 voted. Motioned in favor. Passed

B1 voting tabled till next meeting with full report.

Member debt question concerning Daily member loans. No member has asked for financing back. Counts as equity instead of debt. Board member raises the issue of no repayment offered and no copies of promissory notes.

GM will be reaching out to members with loans to see if they request repayment. Looking at financing for member preferred shares dividends.

- 1.) Future plans to reach out to owner donations with promissory notes. Via letter, phone call before official acceptance is made. Stating that there is no maturity.

Table the vote on member debt to equity till further notice.

IV. Board Report

A. Board Monitoring

- Policy C7 Committee Principles

Reports every committee is voted on by the board. Found one charter 4 yrs ago.

- 1.) Proposed 4:02 p.m. before the meeting.
- 2.) We do not have charters for all our committees.

Voted to table it until next month.

B. Revisiting Expansion Plans:

Membership Engagement - Financial Real Talk

- 1.) Plans scrapped. Financial member discussion to be discussed openly with members.
- 2.) What type of grocery is Daily?
- 3.) Heavily advertise the Annual Member Meeting. MailChimp feasibility for postcard invitations?
- 4.) No required rsvp, heavily encourage. Helpful for planning.
- 5.) Workshop at CCMA to reveal creative ideas for annual meetings.
Discussed location -Lyndon house? CINE? Buvez-free parking.
- 6.) Internal strategy potential customer strategy...promote Piggly Wiggly to position ourselves positively. More foot traffic.
- 7.) Board meeting for October would be 14th

Annual Meeting and Elections Planning and Timelines

- 1.) Annual Meeting to be held Thursday, October 24th.
- 2.) GM requested budget to be \$500
- 3.) Goals to be: location ideas, food, and postcards to send out as invitations.
- 4.) 2018 each customer was to spend \$5 more, Daily would have met major goals.
- 5.) Call for board applications to be collected and co-chaired
- 6.) September 24th elections begin

V. Member Forum

- 1.) N/A

VI. Misc

A. Landon Bubb - Board Newsletter Update

- 1.) Get two months ahead on information.
- 2.) Pick items to promo-\$16 wine?
- 3.)

B. Upcoming: Fall Elections, Annual Meeting Planning, Board Retreat SUN- NOV 17

1.) Nov 17th, Sunday- venue tbd. Earthsong?

2.) Next meeting Sept. 9th, @5pm