

**Agenda**  
**MMFC Board of Directors Meeting**  
**Wednesday, November 18th, 2020 5:00pm**  
**Virtual Meeting Using Zoom**  
**Gary Johnson, Facilitator**

- Item#1: Call Meeting to Order
- Item#2: Read Ends Statement
- Item#3: Preparedness Check-in
- Item#4: Adopt Meeting Agenda
- Item#5: Public Comments
- Item#6: Approve Consent Agenda
  - Item#6a: Approve Minutes of October 28th, 2020 Meeting
  - Item#6b: Approve Minutes of November 5th, 2020 Motion
  - Item#6c: Accept New Owners
  - Item#6d: Owner Refund Request
  - Item#6e: Monitor G.5 Directors Code of Conduct
- Item#7: General Manager's Report
- Item#8: GM's Report Question and Answer
- Item#9: President's Report
- Item#10: Committee Requests for Action, as needed
- Item#11: Education Topic: Wisconsin Farmers Union
- Item#12: Cooperative Board Leadership 101
- Item#13: Owner Linkage During a Pandemic
- Item#14: Qualitative Review of this meeting (Debrief)
- Item#15: Adjourn

**MMFC Board of Directors Meeting**  
**Wednesday, November 18, 2020**  
**Gary Johnson, facilitator**

**Call to order:** Meeting was called to order at (5:02)

**Board members present:** Gary Johnson, Steve Hanson, Rick Remington, Susan Krahn, Sarah Paquette, Mariann Holm, Barb Button.

**Board members absent:** none.

**Others Present:** Crystal Halvorson, General Manager; Astrid Hayden, Board Assistant; Julie Keown-Bomar, Wisconsin Farmers Union Executive Director.

**Motion carried** to adopt the meeting agenda (Remington, Holm)

**Motion carried** to approve consent agenda (Hanson, Button)

**GM's Report** accepted (Johnson)

**President's Report** (Remington)

**Discussion** of Wisconsin Farmers Union's work.

**Discussion** of Cooperative Board Leadership 101.

**Discussion** of Owner Linkage during a pandemic.

**Motion carried** to adjourn at (7:02) (Button, Remington)

**Agenda**  
**MMFC Board of Directors Meeting**  
**Wednesday, October 28th, 2020 5:00pm**  
**Virtual Meeting Using Zoom**  
**Steve Hanson, Facilitator**

- Item#1: Call Meeting to Order
- Item#2: Read Ends Statement
- Item#3: Preparedness Check-in
- Item#4: Adopt Meeting Agenda
- Item#5: Public Comments
- Item#6: Approve Consent Agenda
  - Item#6a: Approve Minutes of September 23rd, 2020 Meeting
  - Item#6b: Accept New Owners
  - Item#6c: Owner Refund Requests
  - Item#6d: Monitor M.4 Monitoring GM Performance
  - Item#6e: Monitor L.4 Financial Condition
  - Item#6f: Monitor E Ends
  - Item#6g: Approve 2020/2021 Board Calendar
- Item#7: General Manager's Report
- Item#8: GM's Report Question and Answer
- Item#9: President's Report
- Item#10: Committee Requests for Action, as needed
- Item#11: Education Topic: Financials 101
- Item#12: Committee Appointments
- Item#13: Confidentiality Agreement
- Item#14: CLOSED SESSION
- Item#15: CLOSED SESSION
- Item#16: Qualitative Review of this meeting (Debrief)
- Item#17: Adjourn

**MMFC Board of Directors Meeting**  
**Wednesday, October 28, 2020**  
**Steve Hanson, facilitator**

**Call to order:** Meeting was called to order at (5:00)

**Board members present:** Steve Hanson, Barb Button, Susan Krahn, Gary Johnson, Rick Remington, Mariann Holm, Sarah Paquette.

**Board members absent:** none.

**Others Present:** Crystal Halvorson, General Manager; Astrid Hayden, Board Assistant.

**Motion carried** to adopt the meeting agenda (Johnson, Button)

**Motion carried** to approve consent agenda (Paquette, Holm)

**GM's Report** accepted (Hanson)

**President's Report** (Remington)

**Motion carried** to spend \$5,000 to investigate collaboration further (Johnson, Hanson)

**Discussion** of Finances 101.

Remington **activated** the Owner Linkage Committee.

**Discussion** of confidentiality agreement. The Board agrees with basic tenets of agreement; vote pending on clarity from Just Local Food.

**Motion carried** to enter closed session (Button, Paquette) (6:32)

**Motion carried** to leave closed session (Remington, Holm) (7:09)

**Motion carried** to approve Consulting Agreement and JLF contract and empower Halvorson and Remington to execute these documents (Krahn, Hanson)

**Motion carried** to adjourn at (7:16) (Johnson, Button)

**MMFC Annual Meeting**  
**Sunday, September 13th, 2020 6:30pm**  
**Virtual Meeting Via Zoom**  
**Barb Button, Emcee**

- Item#1: Call Meeting to Order
- Item#2: Read Ends Statement
- Item#3: Final Call for Candidates
- Item#4: President's Report
- Item#5: Voting Closes
- Item#6: General Manager's Report
- Item#7: Fund Our Foodshed and Cooperative Community Fund Awards
- Item#8: Announcement of Election Results
- Item#9: Celebrating MMFC Staff
- Item#10: Public Comments
- Item#11: Adjourn

**MMFC Annual Meeting**  
**Sunday, September 13, 2020**  
**Barb Button, Emcee**

**Headcount:** 48 computers or telephones connected to Zoom, plus 4 presenters.

**Call to order:** Meeting was called to order at (6:33)

Button **called for additional candidates.**

Button **ended online voting** at 7pm.

**President's Report** (Rick Remington)

1. My name is Rick, I've served on the Board since 2012.
2. Thank you for joining us for this meeting, especially online and during this beautiful day. We've had a lot of settings, and we hope to share a meal again some day.
3. I continue to serve our co-op because of you, our staff, our producers, and our economic model. I also love the people I serve with - we take our jobs seriously but do it with a smile.
  - a. We're a very functional board.
  - b. Thanks to Wendy MacDougall for her years of service.
4. Roles of the Board:
  - a. Educate ourselves: on farming, co-ops, governance, and more. Community leaders such as Mayo Clinic, Public Library, and MMFC farmers come to meetings as guest speakers.

- b. Supervise General Manager. Board's only link to operations in the store. Crystal is a capable leader and knows what she's doing - doesn't need much supervision.
  - i. Crystal surrounds herself with great folks, from management team to all staff.
- c. Monitor co-op and Board performance through Policy Governance.
- d. Represent YOU, our owners. This is most important. Every time we make a big decision, we ask "what would our owners think? Is this in their best interest?"
- 5. Summarizing the last year is difficult. We started off the year with a bang and were doing well. Board came up with a long list of strengths, and a shortlist of threats. One of those threats was coronavirus.
  - a. COVID 19 means the Board has met virtually since March.
- 6. About a year and a half ago, the Board directed Crystal to find ways to cooperate with other organizations in the Chippewa Valley. Just Local Food was a co-op that came up, and it made sense to continue the conversation. They share our values, vendors, and some customers.
  - a. Crystal has stepped in to the interim General Manager role at Just Local after the loss of some admin staff.
  - b. Crystal is still the GM at Menomonie Market - meaning she provides GM services for two co-ops during the middle of a pandemic.
  - c. Some of our admin staff have helped Just Local with marketing, bookkeeping, and HR, and Nik has provided some meat services and training to Menomonie Market.
  - d. We're excited to be working alongside them - we are truly stronger together.
- 7. Thanks to our owners. It's YOU who make Menomonie Market Food Co-op what it is.

### **General Manager's Report** (Crystal Halvorson)

- 1. As I was getting ready to tell you about the last year, I find I couldn't remember anything between the last annual meeting and the start of the pandemic.
  - a. This is because things were finally starting to feel easy - we were setting goals and hitting our stride.
  - b. Grateful for the work of all staff throughout the years which has allowed us to thrive, and to be a helper during this time.
- 2. We've received so much help! Thank you for sending donuts, cards, friendly comments on Facebook, and smiling through your masks. Thank you for shopping with us! Many small businesses will not survive this, but our operations are strong! Your support and ownership lend us resilience.
  - a. We have welcomed 65 new owners since the beginning of COVID and the economic downturn.
- 3. Our usual biggest times are Owner Appreciation Days and the week leading up to Thanksgiving. This year, we had two very busy weeks in mid-March when we received notice that the Safer at Home order was coming.
  - a. Our staff did wonderfully even though there was no notice or planning for sales weeks nearly as high as Thanksgiving.
  - b. Deli was down 75%, but frozen, produce, and meat are growing faster than ever. Eating habits have changed, and folks are eating more single-ingredient foods at

home.

- c. Our sales have passed \$4 million, and about a third of that is sales of local products.
4. Notable things from last year:
- a. Relunched the Morsel with a new format. Comes out every two months with a deeper dive into one theme.
  - b. \$4 Dinners were popular. We can't wait to bring them back!
  - c. Reimagined classroom calendar was a success. It was tough to cancel classes in spring, but we're ready to start again when it's safe.
  - d. The deli was ready to go with a catering program. We had 4-5 great event successes. We're ready to go again when the time is right.
  - e. We were going to take 2020 to research online shopping, with a launch planned in 2022 or 2023. Then COVID came and Kendall and her team launched WebCart in six weeks.
    - i. They took pictures, cleaned up data, developed a look that matches our brand.
    - ii. Our biggest accomplishment of the year! Kudos to Kendall, Isabelle, Calvin, Becca, Joe.
    - iii. Our online sales have been about 5% of sales. It was closer to 15% during the shutdown in April. We anticipate it will spike again this fall.
  - f. We won a Buy Local, Buy Wisconsin grant to increase sales of local food and money spent with local vendors.
    - i. First product was Racing Heart pesto, made with basil from their farm.
    - ii. Watch for updates as we get rolling on this multi-year project.
  - g. Rick did a great job describing what's been happening with Menomonie Market and Just Local.
    - i. It's been a pleasure to work with the staff and Board of Just Local Food.
    - ii. It's tough to work in a store that's too small!
  - h. In 2017, we started participating in the Co-op Community Fund. Our money is invested, interest comes back to us, and we use it to give an award to a local organization.
    - i. This is our first award! This year's winner is the Dunn County Chapter of the Wisconsin Farmers Union.
    - ii. Many of our vendors are members of the Farmers Union.
    - iii. They will use funds to help solve marketing and profitability issues faced by small-sized farms.
    - iv. Thanks to them for lending us their Zoom account for this meeting.
  - i. We didn't do a full Fund our Foodshed grant this year, instead asking past applicants to reapply. Three winners were chosen, and all won \$1,500.
    - i. Sacred Blossom Tea - They are rebranding their line, using the grant money to help with marketing, new packaging, more flavors. We were the second store ever to carry their tea!
    - ii. Harvest Moon Organics - They are using the grant to increase their batch sizes and scale up their operation.
    - iii. LTD Farm - Khaiti is living the dream. She's using the grant to expand her orchard and build a pack shed.
    - iv. We are also supporting local through our upcoming local sale. 1,250 local products will be on sale next weekend, Friday through Sunday. Also

available for curbside pickup, if you don't want to come into the store. Samples will be outside - meet our new vendors (and eat custard). There will also be a sale of things from our shed.

- j. One last slide - pictures of new folks so we can see their full faces. Welcome Cicely, Grace, Kenzie, Kaine, and Liz.

**Rick Remington, Susan Krahn, and Sarah Paquette were elected or reelected to the Board. Welcome Sarah!**

### **Celebrating MMFC Staff (Susan Krahn)**

1. My name is Susan. I was nominated to the board in 2019.
2. Many people have been working diligently in our community to help keep us all safe. Thanks to all essential workers for everything you do.
3. I have the honor to thank the MMFC staff. I have no involvement in operations, but these reports have been shared with us in board meetings.
4. We acted fast in the early months. Crystal worked with the management team to react and keep staff safe. They hung plexiglass, added a sanitizing lap twice per day - takes hours!, pulled samples off of the floor, found new sources of safety products, kept staff up-to-date with COVID 19 postings, wrapped produce and bulk, and more.
  - a. Kudos to Felicia and Fresh team for wrapping all produce!
  - b. Kudos to our buyers - Jenn, Margaret, Tanya, Ann, and Joe - who searched high and low to keep products in stock. Joe ordered 15 different brands of toilet paper just to get one in stock!
  - c. We made the seating area into a bulk repack station. Deli staff were able to flex into bulk repack, shopping, and so on. We were able to avoid layoffs because of this.
  - d. Thank you to all the folks who made cloth masks for staff!
  - e. Our policy requiring masks is keeping us safer. Some customers have not been polite about it, but kudos to Hannah and Jay for having some tough conversations.
  - f. So many steps had to happen for our new curbside pickup service, from scheduling to storage. Customers love it, and report it's the best one in our area - even better than Wal\*Mart!
  - g. We learned new safety laws, new sick-leave benefits, new tax rules, and reorganized schedules and workspaces to keep folks safe.
  - h. Sales plummeted in Deli, previously our fastest-growing department. They jumped into action, deep cleaned the whole kitchen, moved into other departments, started making more take-and-bake food, and found new uses for the hot bar.
5. Throughout the pandemic, the co-op staff were the loon - calm above the water, but paddling hard beneath the surface to get work done.
6. Special announcement: The Board of Directors did not attend in-person training or spend money feeding folks at the Annual Meeting this year, meaning they are \$2,000 under budget. The Board is using its budget surplus to award bonuses to hardworking staff, based on hours worked since early March.
7. Thank you to all staff members for keeping us well fed and making us feel like part of a

community!

**Public Comments**, gathered through the Zoom chat panel:

1. Well, isn't this slick!!! Crystal is BATHED in high functioning and caring staff that make everything look so easy! She is a LUCKY DUCK.
2. Wonderful work during the pandemic. MMFC is the safest grocery in Menomonie. The online ordering/curbside pickup is excellent. Staff have continued with friendly, gracious service. Thank you! - Patrick
3. What's going on with the wine and spirits options? I was in the store recently and the selection was significantly lacking. Is the coop getting out of selling these products?
4. Great idea to award the surplus to the staff (the "front-liners")
5. Online ordering website is beautiful! Very well done. Drop the fee and I think you'll see more use.
6. I never expected to get teary-eyed at an annual meeting but had moist eyes several times tonight, hearing these awesome stories. You are all lights in a dark time. Thank you so much.
7. Thank you for sooo much hard work and dedication. You are a lifeline, Great job.

This concludes our formal time together. We will send a link to a survey about how you liked the meeting; if you fill it out, you'll get a coupon.

Thanks again for being here. We hope to meet in person next year.

**Meeting adjourned** at (7:18)

(A short, informal chat with board members took place after the meeting's end.)

**Agenda**  
**MMFC Board of Directors Meeting**  
**Wednesday, August 26th, 2020 5:00pm**  
**Virtual Meeting Using Zoom**  
**Rick Remington, Facilitator**

- Item#1: Call Meeting to Order
- Item#2: Read Ends Statement
- Item#3: Preparedness Check-in
- Item#4: Adopt Meeting Agenda
- Item#5: Public Comments
- Item#6: Approve Consent Agenda
  - Item#6a: Approve Minutes of July 22nd, 2020 Meeting
  - Item#6b: Accept New Owners
  - Item#6c: Owner Refund Requests
- Item#7: Education Topic: Local Farmer - Hay River Pumpkin Seed Oil
- Item#8: General Manager's Report
- Item#9: GM's Report Question and Answer
- Item#10: President's Report
- Item#11: Committee Requests for Action, as needed
- Item#12: Upcoming Officer Elections
- Item#13: MMFC Virtual Annual Meeting Planning
- Item#14: CLOSED SESSION
- Item#15: Qualitative Review of this meeting (Debrief) (6:45)
- Item#16: Adjourn (6:50)

**MMFC Board of Directors Meeting**  
**Wednesday, August 26, 2020**  
**Rick Remington, facilitator**

**Call to order:** Meeting was called to order at (5:01)

**Board members present:** Rick Remington, Mariann Holm, Steve Hanson, Susan Krahn, Barb Button, Wendy MacDougall, Gary Johnson.

**Board members absent:** none.

**Others Present:** Crystal Halvorson, General Manager; Astrid Hayden, Board Assistant; Jay Gilbertson and Ken Seguire, Hay River Pumpkin Seed Oil; Sarah Paquette, MMFC Owner.

**Motion carried** to adopt the meeting agenda (Hanson, Button)

**Motion carried** to approve consent agenda (MacDougall, Button)

**Discussion** of education topic: Hay River Pumpkin Seed Oil presentation.

**GM's Report** accepted (Remington)

**President's Report** (Remington)

**Motion carried** to approve Collaboration Committee Charter (Hanson, MacDougall)

**Discussion** of upcoming officer elections.

**Discussion** of Virtual Annual Meeting Planning

**Motion carried** to enter closed session to discuss General Manager evaluation (Johnson, Button) (6:35)

**Motion carried** to leave closed session (Button, Hanson) (6:50)

**Motion carried** to adjourn at (6:55) (Johnson, Holm)

**Agenda**  
**MMFC Board of Directors Meeting**  
**Wednesday, July 22nd, 2020 5:00pm**  
**Virtual Meeting Using Zoom**  
**Mariann Holm, Facilitator**

- Item#1: Call Meeting to Order
- Item#2: Read Ends Statement
- Item#3: Preparedness Check-in
- Item#4: Adopt Meeting Agenda
- Item#5: Public Comments
- Item#6: Approve Consent Agenda
  - Item#6a: Approve Minutes of June 24th, 2020 Meeting
  - Item#6b: Accept New Owners
  - Item#6c: Owner Refund Request
  - Item#6d: Monitor G Global
  - Item#6e: Monitor M Global
  - Item#6f: Monitor L Global Executive Constraint
  - Item#6g: Monitor L.7 Communication to the Board
  - Item#6h: Monitor L.8 Board Logistical Support
  - Item#6i: Monitor L.4 Financial Condition
- Item#7: General Manager's Report
- Item#8: GM's Report Question and Answer
- Item#9: President's Report
- Item#10: Committee Requests for Action, as needed
- Item#11: Education Topic: Report from Dunn County Health Dept. (5:50)
- Item#12: MMFC Virtual Annual Meeting Planning (6:10)
- Item#13: Request for Class C Share Return (6:30)
- Item#14: Qualitative Review of this meeting (Debrief) (6:45)
- Item#15: Adjourn (6:50)

**MMFC Board of Directors Meeting**  
**Wednesday, July 22, 2020**  
**Mariann Holm, facilitator**

**Call to order:** Meeting was called to order at (5:02)

**Board members present:** Mariann Holm, Steve Hanson, Rick Remington, Barb Button,

Gary Johnson, Susan Krahn, Wendy MacDougall

**Board members absent:** none

**Others Present:** Crystal Halvorson, GM; Astrid Hayden, Board Assistant; Sarah Paquette, MMFC Owner; KT Gallagher, Dunn County Health Department.

**Motion carried** to adopt the meeting agenda (Button, Johnson)

**Motion carried** to approve consent agenda (Hanson, MacDougall)

**GM's Report** accepted (Holm)

**President's Report** (Remington)

**Motion carried** to approve the 2020-21 education agenda (MacDougall, Remington)

**Discussion** of education topic: Dunn County Health Department presentation.

**Motion carried** to enter closed session (MacDougall, Krahn) (6:45)

**Motion carried** to leave closed session (Hanson, Button) (6:53)

**Motion carried** to deny request to return Class C shares and send letter of explanation (Button, Remington)

**Motion carried** to adjourn at (7:00) (Remington, Johnson)

**Agenda**  
**MMFC Board of Directors Meeting**  
**Wednesday, June 24th, 2020 5:00pm**  
**Virtual Meeting Using Zoom**  
**Gary Johnson, Facilitator**

- Item#1: Call Meeting to Order
- Item#2: Read Ends Statement
- Item#3: Preparedness Check-in
- Item#4: Adopt Meeting Agenda
- Item#5: Public Comments
- Item#6: Approve Consent Agenda
  - Item#6a: Approve Minutes of May 27th, 2020 Meeting
  - Item#6b: Accept New Owners
  - Item#6c: Monitor G.6 Officers' Roles
  - Item#6d: Monitor G.8 Governance Investment
  - Item#6e: Monitor L.2 Staff Treatment and Compensation
  
- Item#7: General Manager's Report
- Item#8: GM's Report Question and Answer
- Item#9: President's Report
- Item#10: Committee Requests for Action, as needed
- Item#11: Board retreat recap
- Item#12: Annual Meeting Planning
- Item#13: CCMA reports
- Item#14: Qualitative Review of this meeting (Debrief)
- Item#15: Adjourn

**MMFC Board of Directors Meeting**  
**Wednesday, June 24, 2020**  
**Gary Johnson, facilitator**

**Call to order:** Meeting was called to order at (5:05)

**Board members present:** Steve Hanson, Rick Remington, Gary Johnson, Wendy MacDougall, Barb Button, Susan Krahn, Mariann Holm

**Board members absent:** none

**Others Present:** Crystal Halvorson, GM; Astrid Hayden, Board Assistant

**Motion carried** to adopt the meeting agenda (MacDougall, Button)

**Motion carried** to approve consent agenda (Remington, Button)

**GM's Report** accepted (Johnson)

**President's Report** (Remington)

Remington **created** a collaboration committee including himself, Button, and Holm

**Discussion** of owner linkage committee member sitting on the collaboration committee in the future.

**Discussion** of Board retreat recap

**Discussion** of Annual Meeting planning

**Discussion** of CCMA reports

**Motion carried** to adjourn at (6:41) (Hanson, Remington)

**Agenda**  
**MMFC Board of Directors Meeting**  
**Wednesday, May 27th, 2020 5:00pm**  
**Virtual Meeting Using Zoom**  
**Barb Button, Facilitator**

- Item#1: Call Meeting to Order
- Item#2: Read Ends Statement
- Item#3: Preparedness Check-in
- Item#4: Adopt Meeting Agenda
- Item#5: Public Comments
- Item#6: Approve Consent Agenda
  - Item#6a: Approve Minutes of April 29th, 2020 Meeting
  - Item#6b: Accept New Owners
  - Item#6c: Return Owner Investment
  - Item#6d: Monitor M.1 Unity of Control
  - Item#6e: Monitor M.2 Accountability of the GM
  - Item#6f: Monitor M.3 Delegation to the GM
  - Item#6g: Approve Governance Budget
- Item#7: General Manager's Report
- Item#8: GM's Report Question and Answer
- Item#9: President's Report
- Item#10: Committee Requests for Action, as needed
- Item#11: Retreat Preparation
- Item#12: Governance Commitment
- Item#13: Qualitative Review of this meeting (Debrief)
- Item#14: Adjourn

**MMFC Board of Directors Meeting**  
**Wednesday, May 27, 2020**  
**Barb Button, facilitator**

**Call to order:** Meeting was called to order at (5:04)

**Board members present:** Barb Button, Wendy MacDougall, Rick Remington, Gary Johnson, Steve Hanson, Mariann Holm, Susan Krahn

**Board members absent:** none

**Others Present:** Crystal Halvorson, GM; Astrid Hayden, Board Assistant

**Motion carried** to adopt the meeting agenda (Johnson, Holm)

**Motion carried** to approve consent agenda (Hanson, Remington)

**GM's Report** accepted (Hanson)

**President's Report** (Remington)

**Discussion** of retreat planning

**Discussion** of Governance Commitment

**Motion carried** to adjourn at (6:32) (Johnson, Remington)

**Agenda**  
**MMFC Board of Directors Meeting**  
**Wednesday, April 29th, 2020 5:00pm**  
**Virtual Meeting Using Zoom**  
**Steve Hanson, Facilitator**

- Item#1: Call Meeting to Order
- Item#2: Read Ends Statement
- Item#3: Preparedness Check-in
- Item#4: Adopt Meeting Agenda
- Item#5: Public Comments
- Item#6: Approve Consent Agenda
  - Item#6a: Approve Minutes of March 25, 2020 Meeting
  - Item#6b: Accept New Owners
  - Item#6c: Return Owner Investment
  - Item#6d: Abbreviated GM policy reporting
  - Item#6e: Monitor L.1 Treatment of Customers
  - Item#6f: Monitor L.9 Membership
  - Item#6g: Monitor L.4 Financial Condition
- Item#7: Monitor L.6 Asset Protection
- Item#8: General Manager's Report
- Item#9: GM's Report Question and Answer
- Item#10: President's Report
- Item#11: Committee Requests for Action, as needed
- Item#12: Board-to-Board Communication
- Item#13: Qualitative Review of this meeting (Debrief)
- Item#14: Adjourn

**MMFC Board of Directors Meeting**  
**Wednesday, April 29, 2020**  
**Steve Hanson, facilitator**

**Call to order:** Meeting was called to order at (5:14)

**Board members present:** Steve Hanson, Barb Button, Susan Krahn, Rick Remington, Mariann Holm, Gary Johnson, Wendy MacDougall.

**Board members absent:** none

**Others Present:** Crystal Halvorson, GM; Astrid Hayden, Board Assistant; Karlee Wallin, Just Local Food Board member; Kathy Mitchell, Just Local Food Board member.

**Motion carried** to adopt the meeting agenda (Krahn, MacDougall)

**Public comments:** An introduction to the Just Local Food Board members in attendance.

**Motion carried** to approve consent agenda (Remington, Button)

**Motion carried** to approve L.6 Asset Protection monitoring report (Button, MacDougall)

**GM's Report** accepted (Hanson)

**President's Report** (Remington)

Remington **activated** the nominating committee

**Discussion** of Board to Board communication

**Motion carried** to adjourn at (7:15) (MacDougall, Holm)

**Agenda**  
**MMFC Board of Directors Meeting**  
**Wednesday, March 25th, 2020 5:00pm**  
**Virtual Meeting Using Zoom**  
**Wendy MacDougall, Facilitator**

- Item#1: Call Meeting to Order
- Item#2: Read Ends Statement
- Item#3: Preparedness Check-in
- Item#4: Adopt Meeting Agenda
- Item#5: Public Comments
- Item#6: Approve Consent Agenda
  - Item#6a: Approve Minutes of February 26, 2020 Meeting
  - Item#6b: Accept New Owners
  - Item#6c: Monitor G.7
- Item#7: General Manager's Report
- Item#8: GM's Report Question and Answer
- Item#9: Discussion of Virtual Meetings
- Item#9: President's Report
- Item#10: Committee Requests for Action, as needed
- Item#11: Supporting our Co-op and our Community
- Item#12: CLOSED SESSION
- Item#13: Qualitative Review of this meeting (Debrief)
- Item#14: Adjourn

**MMFC Board of Directors Meeting**  
**Wednesday, March 25, 2020**  
**Wendy MacDougall, facilitator**

**Call to order:** Meeting was called to order at (5:05)

**Board members present:** Wendy MacDougall, Rick Remington, Steve Hanson, Susan Krahn, Barb Button, Mariann Holm, Gary Johnson.

**Board members absent:** none

**Others Present:** Crystal Halvorson, GM; Astrid Hayden, Board Assistant.

**Motion carried** to adopt the meeting agenda as amended (Johnson, Hanson)

**Motion carried** to approve consent agenda (Remington, Hanson)

**GM's Report** accepted (MacDougall)

**Discussion** of virtual meetings. Notice will be posted and owners will be given the Zoom link to attend.

**President's Report** (Remington)

**Discussion** of ways for the Board to support the co-op and its staff.

**Motion carried** to enter closed session to discuss confidential strategic matters (6:20)  
(Button, Remington)

**Motion carried** to leave closed session (6:58) (Hanson, Krahn)

**Motion carried** to empower the General Manager and Board President to proceed with exploration of providing services to Just Local Food (MacDougall, Krahn)

**Motion carried** to accept compensation proposal discussed in closed session (Remington, Holm)

**Motion carried** to adjourn at (7:06) (Remington, Hanson)

**Agenda**  
**MMFC Board of Directors Meeting**  
**Wednesday, February 26th, 2020 5:00pm**  
**MMFC Classroom**  
**Susan Krahn, Facilitator**

- Item#1: Call Meeting to Order
- Item#2: Read Ends Statement
- Item#3: Preparedness Check-in
- Item#4: Adopt Meeting Agenda
- Item#5: Public Comments
- Item#6: Approve Consent Agenda
  - Item#6a: Approve Minutes of January 22, 2020 Meeting
  - Item#6b: Accept New Owners
  - Item#6c: Monitor G.1 Governing Philosophy
  - Item#6d: Monitor G.2 Board's Job Description
  - Item#6e: Monitor L.5 Management Continuity
- Item#7: General Manager's Report
- Item#8: GM's Report Question and Answer
- Item#9: President's Report
- Item#10: Committee Requests for Action, as needed
- Item#11: Education Topic: Community Partner
- Item#12: NCG Contract
- Item#13: SWOT Analysis
- Item#14: CLOSED SESSION
- Item#15: Qualitative Review of this meeting (Debrief)
- Item#16: Adjourn

**MMFC Board of Directors Meeting**  
**Wednesday, February 26, 2020**  
**Susan Krahn, facilitator**

**Call to order:** Meeting was called to order at (5:04)

**Board members present:** Steve Hanson, Mariann Holm, Barb Button, Gary Johnson, Rick Remington.

**Board members absent:** Wendy MacDougall.

**Others Present:** Crystal Halvorson, GM; Astrid Hayden, Board Assistant; Ted Stark,

Menomonie Public Library Director.

**Motion carried** to adopt the meeting agenda (Button, Holm)

**Motion carried** to approve consent agenda (Johnson, Hanson)

**GM's Report** accepted (Krahn)

**President's Report** (Remington)

**Discussion** of education topic: the work of Menomonie Public Library

**Motion carried:** IT IS HEREBY RESOLVED that the cooperative wishes to be and remain a full participating member of the National Cooperative Grocers Association (DBA National Co-op Grocers and herein referred to as NCG), and FURTHER RESOLVED that the Board of Directors has authorized Crystal Halvorson, the co-op's designated representative to NCG and all successor DRs, to sign and abide by the NCG member agreement. (Button, Holm)

**Discussion** of SWOT analysis

**Motion carried** to enter closed session to discuss confidential strategic matters (6:52)  
(Button, Remington)

**Motion carried** to leave closed session (7:43) (Johnson, Button)

**Motion carried** to adjourn at (7:46) (Hanson, Button)

**Agenda**  
**MMFC Board of Directors Meeting**  
**Wednesday, January 22nd, 2019 5:00pm**  
**MMFC Classroom**  
**Rick Remington, Facilitator**

- Item#1: Call Meeting to Order
- Item#2: Read Ends Statement
- Item#3: Preparedness Check-in
- Item#4: Adopt Meeting Agenda
- Item#5: Public Comments
- Item#6: Approve Consent Agenda
  - Item#6a: Approve Minutes of December 18th, 2019 Meeting
  - Item#6b: Accept New Owners
  - Item#6c: Refund Owner Investment
  - Item#6d: Monitor L.4 Financial Condition
- Item#7: General Manager's Report
- Item#8: GM's Report Question and Answer
- Item#9: President's Report
- Item#10: Committee Requests for Action, as needed
- Item#11: Education Topic: Local farmer
- Item#12: CLOSED SESSION
- Item#13: Qualitative Review of this meeting (Debrief)
- Item#14: Adjourn

**MMFC Board of Directors Meeting**  
**Wednesday, January 22, 2020**  
**Rick Remington, facilitator**

**Call to order:** Meeting was called to order at (5:03)

**Board members present:** Susan Krahn, Rick Remington, Steve Hanson, Gary Johnson, Mariann Holm, Barb Button, Wendy MacDougall.

**Board members absent:** none

**Others Present:** Crystal Halvorson, GM; Astrid Hayden, Board Assistant; Maggie Sheehan, Green Light Farm owner.

**Motion carried** to adopt the meeting agenda (Button, MacDougall)

**Motion carried** to approve consent agenda (Hanson, Johnson)

**GM's Report** accepted (Remington)

**President's Report** (Remington)

Remington **activated** the education committee

**Motion carried** to approve the Owner Linkage Committee Charter as amended

(MacDougall, Johnson)

**Discussion** of education topic: Green Light Farm producer visit

**Discussion** of board retreat review and planning

**Motion carried** to enter closed session to discuss confidential strategic matters (6:31)

(Button, Johnson)

**Motion carried** to leave closed session (7:17) (Hanson, Holm)

**Motion carried** to adjourn at (7:19) (Johnson, MacDougall)