1. Call to Order/Roll Call
   a. Board directors: Hilary called the Fairbanks Community Cooperative Market Board of Directors (Board) meeting to order at approximately 6:02 p.m. remotely via Zoom Meeting
   b. Attendees: Hilary Shook – Chair, Anduin McElroy – Vice Chair, Art Gelvin – Secretary, Richard Seifert – Treasurer, Brian Kassof, Madeline Patterson-O'Dell, Chase Nelson, Shaun Sims – Interim GM (all in attendance via Zoom)
   c. Absences: None
   d. Visitors: Patrice Lee, Kristin Summerlin
   e. Read Mission Statement: Chase

2. Review and Adopt Agenda: Agenda approved and adopted.

3. Owner Time: None

4. September Minutes: Adopted and approved

5. Review September Action Items:

<table>
<thead>
<tr>
<th>Date</th>
<th>Assignment Action Items with Timeline</th>
<th>Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>7/20/2020</td>
<td>Look into Board Compensation</td>
<td>Finance Committee</td>
</tr>
<tr>
<td>7/20/2020</td>
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   **GM Action & Non-Compliance Monitoring Report Items**

<table>
<thead>
<tr>
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<tbody>
<tr>
<td>8/17/2020</td>
<td>Look into when is the GVEA loan paid off – When was the date of the first payment to GVEA</td>
<td>Shaun</td>
</tr>
</tbody>
</table>

6. GM FYI Discussion

   **September Sales**: $368,158
   **Sales Growth**: 6%
   **Average # of transactions**: 290, -23%
Average basket size: $42.28, up 30%
Owner sales: 73%  Non-owner sales: 27%
Owner count (active only) on October 16, 2020: 4,5??
Lend a Hand Donations to Calypso Farm - $3031, up 16%

a. Going to order oven for the Deli
b. Produce continues to bring in continued sales and increased more local options
c. Staff shortages are starting to have an impact on the sales of the store, not able to find enough people to keep people to work as buyers.
d. Wages continues to be a challenge to attract employees.
e. Hard drive failed for CoPOS system and data loss won’t allow for accurate inventory. Technology continues to have an impact with the store functions.

7. **Committee Reports**
   a. **Board Development:** Madeline –
      i. Completed applicant review and presenting recommendation to the board for appointment of candidate Patrice Lee. Appointment will occur after Chase completes his extended term.
      ii. Reviewed board application and election process
      iii. Discussion about keeping Chase on the GM Search Committee until the search is committed as a voluntary member. Chase’s board position will be extended until the completion of the GM search.
      iv. Board retreat will be aiming for January other than February or March.
   b. **Executive:** Hilary – No report
   c. **Financial/Audit:** Rich –
      i. Our lawyer will be out of town through October 27.
      ii. Looked into a welcome package from the Downtown Visitor Center.
      iii. Amber will submit a weekly report for owner loan information.
   d. **Board Governance:** Art –
      i. Committee will need to meet to review the calendar for 2021
   e. **Outreach and Planning:** Hilary –
      i. Postcards have been sent out, nearly 30 people have registered for the annual meeting
      ii. Annual Meeting Discussion:
          - The board is meeting at Wedgewood
          - Doors open at 2 pm, the waiting room will start at 3:30 pm, and not commence until 4:00 pm.
          - Kristin will have full access to the meeting
          - William Deal will be the guest speaker
   f. **GM Search** – Chase
      i. Entered Executive Session at 6:58 pm.
      ii. Exited Executive Session at 7:35 pm.

8. **Board Decisions:**
9. **Closing:**
   a. Review October Action Items (Decisions, Tasks/Assignments)

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</tr>
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<tbody>
<tr>
<td>10/19/2020</td>
<td>Setup Doodle Poll for the January retreat</td>
<td>Art</td>
</tr>
</tbody>
</table>

b. Review next meetings topics:
   - B1: Financial Condition 3Q

c. Absences: None

d. The next meeting will be held Monday November 16, 2020 at 6:00 pm, location Zoom.

e. The meeting was adjourned at approximately 8:30 pm.

Respectfully submitted,

Arthur (Art) Gelvin
Fairbanks Community Cooperative Market
Board Secretary