

**Chester Community Grocery Co-op
Minutes
January 8, 2007**

PRESENT: Joe Henwood, Alton Loper, Gerwayne McElaney, Lorraine Melton, Tina Johnson, Michael Froehlich, Mr. Gyant

Announcements

Christine Lucier, a member and the former CFO of AdminServer, has agreed to join the board.

Iris Jones, a member, is interested in helping out with website. Tina will talk to her this week.

This is Michael Froehlich's last official membership meeting.

Membership Committee

Robin from Weavers Way, a member, joined the Membership Committee. She attended the last Membership Committee meeting. She is going to draft a script to help the Membership Committee recruit new members by 1/15/07. Rob is going to contact Joe to get an updated membership list. Recommended that the document be displayed during the membership meetings so that attendees can follow along.

Mr. Gyant recommended that all the existing members wear buttons at the meetings.

The Membership Committee set a goal of 40 in-home membership meetings.

All members in attendance at the meetings will be asked to do certain tasks at the meetings.

The next Orientation Meeting will be on January 11, 2007 at the Freeman Art Gallery.

Joan and Ken send their regrets.

Joe will do an email blast on January 9 to all prospective members reminding everyone of the January 11 meeting.

Joe will provide the Membership Committee members with a list of the current and prospective members.

Marketing Committee

Postponed because Ken was not here.

Product Committee

Christine Lucier will be on this committee

Finance and Administration Committee Update

Joe reported that we have close to \$7000 in savings and \$400 in checking. We have approximately \$11,000 coming in from the Children's Chorus.

Christine has purchased QuickBooks. It will run on Tina's computer and Christine and Joe will have remote access to it.

Joe will follow up with Widener Small Business Administration (SBA) program.

Joe will talk with Community Lenders Community Development Corporation this week about potential funding.

Joe has identified and approached 30 potential large donors. He plans to follow up with these potential donors soon. He is considering setting up an investor's meeting. Joe sought reimbursement for \$700 in costs for which he has not been reimbursed. Tina says these are items that the Steering Committee had already approved. Everything has a receipt.

Resolution proposed and approved to:

1. We will permit the reimbursement for Joe of approximately \$700 provided that the expenses are A) legitimate, having been approved earlier by the Steering Committee; and B) well-documented with receipts.
2. Empower Joe (as treasurer) to develop a six-month prospective budget.

Tina has ordered checks for the account.

Development Committee

The Steering Committee raised \$11,000 from the Children's Choir

Tina will have a follow-up meeting with Gwen of Crozer Hospital on 1/17 meeting. Jerry Miller, the new executive director of a group of Chester's largest businesses, is supposed to be at this meeting. May also discuss further connections with the Chester churches.

Tina will have a follow-up meeting with representatives from Ralph Moses House and Delaware County Family Services on 1/8 to discuss how they can be members.

Tina filed \$20,000 grant application with the Howard Bowers Foundation. They do grants to start-up grocery co-ops. Joe Holtz from Park Slope Co-op assisted. They will notify us by next week.

Tina filed a \$20,000 application with the Presbyterian Committee on the Self Development of People Grant. We'll know more about this in February.

Chester Coop Loan Program—Tina and Joe are establishing a program based on Park Slope's program that would allow members to loan money to the Co-op. Would use a promissory note developed by Park Slope. Minimum of \$500. Unsecured loan at a lower interest rate than a bank would pay. When these loan documents are completed, we will have RHLS approve them. This is based on a protocol established by Geneva Global (see genevaglobal.com)

Park Slope Systems and Process Visit. Tina spent three days at the Park Slope Co-op studying their systems. She was impressed that there is nothing done there without the full involvement of the membership.

Legal Services Committee

We have asked RHLS for assistance with the following documents but are still awaiting word.

1. Services contract for Tina
2. Steering Committee/Board of Directors conflict policy
3. Contract to purchase an option to purchase a building
4. Memorandum of Understanding (MOU) for intent to do business with larger customer

Committees

The Steering Committee reviewed updated rosters for committees supplemented by folks who signed up at the Owner-Member Meeting
Produce Mix Committee is meeting on 1/11 at Eastside Ministries

Development Committee

We are trying to get funding or meeting with the National Cooperative Bank (NCB).

They're reluctant to fund a project that has a model that only allows owners to shop.

We're also pursuing a loan from an organization out of Minnesota.

The Steering Committee agreed to schedule a general membership meeting to discuss the larger next steps for the Co-op to take. Tina reminded folks that, according to our by-laws, we will need a quorum of 40 people (30% of 125 adult members). We scheduled the meeting for Saturday, March 3, 11am to 2pm. Lorraine and Joan will check about the availability of several local sites.

Other New Business

Next Orientation Meeting on 1/25 at Community Hospital. Joan can't make it.

Next Steering Committee meeting is on 1/22 at CityTeam.

Tina and Mr. Gyant are meeting with Thaddeus Kirkland on 1/11, 11am, to ask him to become a member.

Alton will personally invite Councilperson Monir Ahmed to the Orientation Meeting on 1/11.

Mike announced that anyone who wants to publish on the What's New section can now do so. Ken and Tina have accepted the invitation to be publishers. Email Mike if you want to be a writer, too.

Executive Session

The Steering Committee discussed potential funding possibilities and building acquisition in Executive Session.