

**Chester Community Grocery Co-op
Minutes
December 11, 2006**

Minutes taken by Rob Auerbach.

1. Updates – none
2. Old Business
 - a. Membership Committee–
 - i. Rob and Alton went to give a presentation to the police last Wednesday. There was a lukewarm response from the police officers.
 - ii. Orientation Meeting – Joe, Rob, LarRaine, Tina and Al will be at the meetings on 12-13-06 and 1-13-06.
 - iii. Widener Staff Meeting – 12-13-06 at 3PM Joe, Al and Tina will go. They will bring literature with them.
 - iv. Ralph Moses House – 12-14-06 at 3PM Tina, Al and possibly LarRaine will go.
 - v. Ken suggested sending out newsletters to those that did not go to the OM meeting. He also suggested including a holiday greeting card. Tina suggested getting these out by Friday 12-15-06
 - b. Marketing Comm
 - i. Chester Children’s Chorus Concert (matching funds) – Letters have been sent out to members about giving to the Chorus. Swathmore Presby Church donating \$1,200. Swathmore Rotary Club giving \$500. Tina will contact Chester Rotary Club.
 - c. Finance and Administration Comm (Joe)
 - i. Treasurer’s report – Disbursements \$2300 and deposits \$1145. Total assets around \$9400
 - d. Development Comm (Tina)
 - i. Chester Children’s Chorus – Tina attended rehearsal of 12y girls. She talked to the girls about the collaboration between the Chorus and the Co-op.
 - ii. Crozer meeting with Gwen Smith - meeting with Gwen and Gerald Miller on 1-17-07 at 11AM.
 - e. Legal Services Committee (Mike)
 - i. RHLS – Mike not here. Ralph Robinson’s application complete; Joe is to give it to Mike.
 - f. Church Liaison Comm (LarRaine)
 - i. Follow-up with members on sign up – Rob will email names of all committee sign-ups. Tina stressed the need for steering committee members to chair the subcommittees to help direct the new members.
 - g. Site Development Comm (Tina)
 - i. Tina asked Joe about converting 1st draft of floor plan into a pdf. Ken, Tina and Joe will review the floor plan.

3. New Business

a. Membership Comm

i. Widner Interest meeting – flyers did not get mailed out thus there was no turn out. Tina state we would have to develop another way to contact Sun-Hill. Brenda Davis, a Co-op member will be contacted about this

ii. Next Orientation meeting 12-13-06 and then 1-22-07

b. Marketing Comm

i. Food services program- Ken solicited comments on the flier for the program. Tina wanted the final draft in time for the Ralph Moses meeting.

c. Finance Comm

i. Quick-books – Joe to purchase in the near future

ii. SBA – Tina, Joe and Ken to meet Glen McCallister and Marcine Pickbron-Davis at Widner 12-12-06 to see if there is possible funding available for the Co-op.

d. Development Comm

i. Business plan Tina met with Kate Smith to discuss the business plan. Joe felt that the feasibility study needed to reviewed. That will be done this week.

ii. Howard Bowers Foundation Grant – for food coops in the developmental stages. Deadline 1-15-07, Tina will work on it and email it to steering committee meeting.

iii. CEDA – CDBG grant due 1-27-07. Joan volunteered to help Tina with the grant.

iv. Presby Comm on the Self Development of People Grant - Lee Lemoning stated the committee has money to give to grassroots projects. Tina is filling out the application form; due 1-4-07 feedback will be solicited from the steering comm. Joe will help with the financial portion of the application. Ken stated that there is great interest in the co-op from the committee.

v. Chester Co-op Loan Program – Tina discussed the structure of the loan program. The members will be made aware of the opportunity for members to loan the co-op low interests loans. Both Park Slope and Weavers Way have similar programs. Ken suggested using Jack Cavanaugh to get involved in this program.

vi. Park Slope System and Process Visit – Tina will shadow Joe Holts for three days next week to learn about the membership organization they use and to attend a general membership meeting. as well as other systems they use.

- e. Legal Service Comm – Draft of conflict policy – the steering committee need to come up with this. Ken suggested getting the Park Slope policy for review.
- f. Next Steering Comm meeting 1-8-07.
- g. Literature is to be left at the Freeman Gallery – Tina will get the literature there.