**THE ROWLAND CO-OP**

 **MEETING MINUTES**

**September 29, 2020**

**Participants:** Lorraine Bentley, Kenny Christianson, Christine Foland, Robin Hoose, Howard Leifman, Randy Nilsen, Diana Potts,

1. **Call to Order:** 2:40 PM
2. **Minutes of last meeting:** Minutes for the August 30, 2020 meeting were approved as presented.
3. **Treasurer’s report**: There are 9000 items in inventory valued at $19,795.00. The Co-op bank account currently has a balance of $1021.55 Outstanding liabilities are:

 Calkins Cheese $239.48

 Reading Soda $1524.00

 Here are the monthly sales figures:

Month Sales revenue Cost of goods sold Net sales revenue

Apr-20 2991.70 1901.81 1089.89

20-May 6931.12 4849.84 2081.28

20-June 7113.49 4754.98 2358.51

20-July 8188.53 4836.96 3351.57

20-Aug 7089.07 4237.31 2851.76

20-Sept 5993.89 3543.68 2450.21

1. **Water Update**: Brian Oram of BF Environmental Engineering has been communicating with DEP. He discussed several options with the state, including permitting the current well or building a new well on the property at the edge of the parking lot. Brian can design the well to prevent contamination from the post office septic system. The current well is not grounded in bedrock, and therefore, although usable is not up to code. Kenny will go to Milford to find the best deed map. We must wait for state approval for digging the well on this property.
2. **Membership report:**  One June 23, the Co-op has 50 paid households, representing 123 individuals. We have received $1250 in dues.
3. **Updates:**
* A new cooler for produce has arrived. Produce is keeping longer.
* The Labor Day fair was a great success. We had 8 vendors. Vendor fees were used to pay the bands. There were close to 100 attendees. Thanks to Caryn for organizing the fair.
* Kenny has been in touch with Fran Granahan of the Office of Vocational Rehabilitation. We are submitting the paperwork as a non-procurement provider so that we can hire special needs individuals and be paid by the state.
* The paperwork to accept SNAP/EBT payments has been completed and revised as requested by the Department of Agriculture. Christine’s photo ID was blurry.
* We gave forty $50 gift certificates to the Care Cabin on September 26. They were very well received. Some recipients were not aware that the store had re-opened. On the first day, eight of the certificates were redeemed. We will try to reuse them. Thanks to Robin for printing them up.
* We had a burglary on the night of Friday, September 18. The burglars came in through the side window near the stairs. We lost $266 in drawer cash, $12 in change, 5 tubes, 2 sandwiches and 2 sodas. Overall, it could have been much worse. The police were contacted and fingerprints were obtained. We have installed a video camera system from Blink. Boards have been placed in the windows to prevent opening. Kenny has learned that he can get a cell phone without phone service that only connects to Wifi, so that he can monitor the Co-op Market in addition to the three other individuals who are currently monitoring the premises.
* The new arrangement with DeFilippi’s Bakery in Monitcello is going very well. They deliver and everybody loves the pastry, donuts and pies.
* Sunpulse has been here several times to fix the solar panels. We have not been recording output since June 29. A modem as installed to monitor the output, now that we have an internet connection in the building. At first they believed it was a software issue, but it turned out to be a technical problem. We will be getting a new inverter soon that converts DC from the panels to AC.
1. **Pizza Opportunity**

 We were contacted by John from Two Guys from Italy Pizza in Honesdale about setting up a satellite pizza station at the Co-op. Two Guys would provide the pizza ovens and labor. They would pay rent, but keep all the profits from their operations. The pizza dough would be made in Honesdale and shipped here. We would still need to obtain a restaurant permit. The permit may require water approval. There is a possibility that if the dough is made off site and brought in, the water situation may not be an issue. Kenny asked if we should pursue seeking a permit. Christine made a motion to move forward with the permit. Robin seconded and the motion carried. Two Guys would be able to help with this process. The pizza place in Rileyville is doing very well.

1. **Changing hours or days open**

 Kenny put together a spreadsheet showing the Co-op’s daily revenue since June 28 during which time the Co-op has been open seven days a week. Are we earning enough to continue to be open seven days per week? Tuesday, Wednesday and Thursday show the fewest sales. The cost of labor is $150 per day. Lunch hour and 4-5pm are the best times. Tuesday may be a good choice for a day off. No decision was made. The suggestion of a senior discount was again raised. Also raised was the suggestion that a public service announcement on WJFF could promote membership in the Co-op, which also provides a 10% discount. No decision was made regarding these two suggestions.

1. **Volunteers**
* Lorraine has been coordinating volunteers. Thanks to Howard and Charlie for their help with painting. There is still a need for painting and electrical work.
1. **Other Business:**
* The members discussed the idea of having a fall festival at the August meeting, but no decision was made at that time. After some discussion it was decided at today’s meeting not to have a fall festival this year.
* The members agreed to plan a Thanksgiving activity at the October meeting.
1. **Next Meeting:** Sunday, October 25, 2020 at the Rowland Co-op, 2:30-4:30 PM
2. **Meeting adjourned:** 3:42 PM Respectfully submitted: Christine Foland, Secretary