

# Chicago Market Board Meeting

27 April 2022

Minutes by: Chris Burns

---

## Call to Order

With a quorum identified, this meeting was called to order by Matthew Ruffi on 27 April 2022 via Zoom at 7:01pm.

## Roll Call

- Board Members in Attendance:
  - Chris Burns
  - Donna Curtin
  - James Gignac
  - Kate Grimm
  - Lee Herman
  - Leslie Jenkins (joined at 7:22)
  - Grant Kessler
  - Bob Kunze
  - Dana McKinney
  - Matthew Ruffi
- Board Members Absent:
  - Anthony Todd
- Chicago Market Staff Present
  - Daniel Arnett (GM)
- Owners/Guests:
  - Karen Naranjo

## Agenda

- URL for Public Agenda:
  - [Board Meeting Agenda - 27 April 2022](#)

## Order of Business

### Meeting Intro

- Matthew opened with an update that we are now at 2,160 owners.
- Chris made a motion to approve the consent agenda items as outlined.
  - The motion was made by **Matthew Ruffi** and seconded by **Chris Burns**.
  - Without objection, the consent agenda items were approved.
  - Items were:
    - i. Approval of April 13th Meeting Minutes - Open Session
    - ii. Approval of April 13th Meeting Minutes - Exec Session

### Topic: Annual Meeting

- Matthew opened the discussion by announcing that the Annual Owner's Meeting will be held on September 22, 2022 from 7:00 - 8:30pm.

### Topic: Adjustment to Board Meeting Schedule

- Matthew opened the conversation about pivoting to monthly meetings as we start to pivot to being more of a governing board.
  - We are pivoting to monthly meetings starting in May.
  - He talked about how this pivot will require additional diligence on completing the pre-reads and provided some advice on where to focus (i.e., "red" vs. "yellow" vs. "green") when reviewing things like the PMO packet.
- Chris walked through a new planning timeline for the board meetings which includes clarification around deadlines and report submissions.

### Topic: Team Reports

- Matthew opened the floor to questions regarding the submitted team reports.
- Chris asked questions/raised the following points:
  - There are discrepancies between the key dates on the summary level and the detailed reports. Would like to see a summary level of the "big tent poles" (i.e., things that are on the critical path to opening. Not all the projects have summaries/project descriptions and the names/titles aren't all intuitive.
- Grant called attention to the "red" item in Marketing and the fact that we have 60 potential leads but only reached out to 6.
  - Dana asked if this should be in the Marketing report or the Funding report. The general sense was that it belonged in funding.

## Topic: GM Report

- Dan opened the discussion regarding Series B outreach and indicated that he's had preliminary conversations with approximately 33 potential investors.
- Dan discussed the Series B pitch to Swedish Hospital.
- Dan mentioned that the memorandum to current owners is complete.
- Dan provided an update on the water turned on and it's been discovered that the water valve has been buried in concrete but it is going to take longer to get it turned on... likely mid to late May.
  - James mentioned that we should get tight on the date to understand the buildout since we might have a bunch of people coming through the space in Mid/Late May
- Dan mentioned that there are some chamber events that are coming up in May if people can attend.
  - April 28 - RedlineVR
  - May 7 - Irpino
  - May 11 - Reveler North
  - May 12 - Asian Human Services
  - May 23 - State of Uptown
  - Matthew stated that since the Market is a member of the Chamber, we get a discount so people can contact him to take advantage of the discount.

## Topic: Series A Calling

- Kate opened the discussion to remind people of the upcoming training which will be taking place after the cleanup this Sunday - May 1.
- Bob asked if there was a good location for the updated memorandum and Kate said it lives in the basecamp group for Series A callers.

## Topic: Uptown Farmers Market Updates

- Market opens this coming Wednesday - May 4th. Uptown Sidewalk Social will be happening in conjunction with the UFM.
- 7 sponsors... all are very enthusiastic about being involved. We have raised \$6,250 in sponsorship funds about \$3,500 will be used to offset our costs. Matthew also talked about our participation with SNAP is being maintained.
- There are a number of sponsors and community partners who will also be bringing programming to the market.
- Bob suggested that we perhaps consider having a table to promote Series A.

## Topic: Owners Forum

- Dana opened the Owners Forum at 8:02pm.
  - Lee shared that he attended the Ann Arbor Food Coop meeting and will share his observations with Org Dev.
  - Matthew shared that they presented to the Uptown Developers group and it went well.
- With no owners present, Dana closed the Owners Forum at 8:04pm.

## Closing

- The meeting was adjourned by **Matthew** at **8:06pm**.