

## Oshkosh Food Co-Op Board Meeting

**Date:** 09/22/2025

**Time:** 6:00 pm

**Location:** Community Room

**Minutes Recorded by:** Heather

### BOARD MEMBER ATTENDANCE

Julie Kons	<input checked="" type="checkbox"/>	Tracy Luchetta	<input checked="" type="checkbox"/>
Heather Seraphine	<input checked="" type="checkbox"/>	Brenda Haines	<input checked="" type="checkbox"/>
Denise Robson	<input checked="" type="checkbox"/>	Anne Stevens	<input checked="" type="checkbox"/>
Mary Murken	<input checked="" type="checkbox"/>	Nick Hahn	<input checked="" type="checkbox"/>
Jerry Thomas	<input checked="" type="checkbox"/>		

### MEMBER, STAFF & GUEST ATTENDANCE

**Staff:** Jeremiah McDuffie

**Members:**

**Guests:**

FACILITATED BY	DISCUSSION	ACTION
Julie	Julie called meeting to order at 6:05 pm  Welcome new board member Jerry Thomas to the board and his first meeting	
All	<b>Member Comments</b> <i>Note: Comments can be submitted in writing and emailed to <a href="mailto:oshkoshfoodcoop@gmail.com">oshkoshfoodcoop@gmail.com</a></i>  No comments to report	
All	<b>Consent Agenda</b> <ul style="list-style-type: none"><li>▪ September Board Meeting Agenda</li><li>▪ August 2025, Board Meeting Minutes</li><li>▪ Financial Report from August 2025</li></ul> Discussion – friendly amendment to Board Meeting Minutes  <b>Consent Agenda approved.</b>	
Jeremiah	<b>General Manager Store Report</b>  The Board may move into closed session for the purpose of discussing competitive strategy, personnel issues, contract negotiations, or other issues requiring confidentiality.	

	<ul style="list-style-type: none"> <li>▪ New staff additions</li> <li>▪ Discussion of Gross Margin, Personnel as a % of Sales and Returns, Operating Profit Margin and EBITDAP from 2021 through 2024</li> <li>▪ Asked NCG to perform a risk evaluation to see if our joint liability fund contribution can be reduced</li> <li>▪ Working on attending more college events. Have seen word of mouth between students increase based on students in store.</li> <li>▪ Food for all statistics. Over 200 households have used the program this year. There are funds at the Community Foundation that help fund this program.</li> </ul>	
Board	<p><b>Committee Meeting Updates</b></p> <p>The Board may move into closed session for the purpose of discussing competitive strategy, personnel issues, contract negotiations, or other issues requiring confidentiality.</p> <p><b>Finance.</b> Requesting a change to the meeting dates. They are getting the documents too tight to the finance committee meeting to have the documents reviewed prior to their meeting. Finance would like to meet the 4<sup>th</sup> Wednesday of the month as opposed to the 3<sup>rd</sup> Wednesday. This would in turn necessitate a change to the monthly board meeting. Would like to change the board meeting to the 1<sup>st</sup> Monday of the month to give more time.</p> <p><b>Denise moves to change the meeting schedule as outlined above. Nick seconds. Motion approved.</b></p> <p><b>Personnel.</b> No updates.</p> <p><b>Governance.</b> Discuss the governance calendar. Governance committee is in the process of evaluating the policy register and relating the same to a monthly calendar of reporting. Assisting the board with moving into a governance status, helping to turn all operation functions over to the Store Leader while maintaining a window that the board can use to make sure the store is governed within the guidelines established by the policies.</p>	

	<p><b>Food Justice.</b> Meeting was held. Committee will be made up of 5 members. They made a data request to Jeremiah.</p>	
Julie	<p><b>Executive Committee – Discussion Items</b></p> <p>The Board may move into closed session for the purpose of discussing competitive strategy, personnel issues, contract negotiations, or other issues requiring confidentiality.</p> <p>Old Business.</p> <ul style="list-style-type: none"> <li>• Housing Unit over Condensors. No update.</li> <li>• Photos of all board members. Need to gather Jerry and Jeremiah’s pictures.</li> <li>• How to allocate new donations funds at the Community Foundation.</li> </ul> <p>New Business.</p> <p><b>Tracy moves into closed session. Nick seconds. Motion approved.</b></p> <p><b>Heather moves out of closed session. Tracy seconds. Motion approved.</b></p>	
	<p>Next meeting date is 11/03/2025 @ 6:00 pm</p> <p>Meeting adjourned at 7:58 pm</p>	