



MEETING MINUTES  
Whitewater Grocery Co  
Board of Directors

**When:** June 27, 2022 6:30PM - 8:30PM

**Where:** Discover Whitewater Boardroom (150 W Main St.) or on [Zoom](#)

**Invited:** All Owners of the Whitewater Grocery Co. and their elected board

**Mission & Vision:** We are your (future) friendly neighborhood grocer supporting fresh and local products. **We value:** community ownership, quality customer service, welcoming everyone, a lively learning and gathering space, and sustainable practices: people, planet, profit.

**Tonight's Purpose:** ~~Review Action Items, reapprove/review policies & charters, hear 7 Roots update, vote on expenditure for community survey and amendment to Articles~~

**Agenda 1 (mid-month meeting) is in-depth discussion, Q&A, or board development/education**

**Agenda 2 (late-month meeting) is accountability, policy, governance, and board business**

**Preliminaries:** The meeting was called to order by President Katy Wimer at 6:43 p.m.

Board Members Present: Katy Wimer, Jennifer Crone, Brienne Diebolt-Brown, CJ Wagner, Zach Poepke, Ron Binning, Steve Michaelson and Kathie Fleming. Board Members Absent: None.

The mission and values for the Whitewater Grocery Co. was read by Ron. The intention for this meeting is to Review Action Items, reapprove/review policies & charters, hear 7 Roots update, for community survey and amendment to Articles .

Approving minutes from May 23rd meeting and voting on \$3500 toward community survey have been postponed to next meeting.

Brienne moved to approve the agenda. Second by Zach. Motion passed without dissent.

1. Officially start the meeting & welcome
2. Mission/tonight's purpose
3. Owner/Volunteer Comments
4. Approve the agenda/decide on changes
5. ~~Accept and enter into the record minutes from May 23rd BOD meeting~~

### **Action Items 2022**

Zach went over the action items and adjusted as needed.

The board survey is showing 3 missing surveys and Community Organizing showing 1 missing, it was decided since the survey is anonymous the results from the forms submitted will be reviewed rather than having everyone retake the surveys.

It was decided that Zach and Jen would review the financial internal policy.

1. Reapprove [O&O Charter](#)  
Brienne moved to reapprove, Jen seconds, reapproved unanimously.
2. Review [Covid Policy](#)  
Policy will be tweaked and reviewed for approval at the next board meeting.
3. [Vision, Values, & Ends](#)

1. Seven Roots Update  
Brienne contacted 7 Roots and asked them to review the timeline in place, by 07/18 about 18-20 sites will be reviewed. 7 Roots also came up with potential survey questions which



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Katy will share out. Jen asked about the deposit that was requested by 7 roots, Katy clarified that 7 Roots OK'd 30% down payment, and that they wiped the hours from last month and should be invoicing for the annual meeting. Jen is going to forward the invoices she received to Katy to review.

Snippet of timeline from email from Heather:

actual timeline doc. This timeline does assume the committee folks will be ready to roll sometime this month, we'll see after all

Target Date	Who?	Step
<b>PHASE 1</b>	<b>Exploration</b>	
<b>by 6/24</b>	7r/WW	Identify all sites
<b>6/24-7/11</b>	WW committee	Research and assess prospective availability
		Gather known and accessible data related to sites (property size, nearby parking, traffic counts, potential acquisition/lease costs, site plans, architectural drawings, etc.), and determine any potential additional needs for consideration (updated market study, etc.) preliminary vision for the store programming (offerings, departments, overall concept, etc)
<b>7/11-31</b>	7r/WW	
<b>7/11-7/31</b>	7r/WW	Review all data - schedule site visits for those that stay in the running
<b>8/10 or 11?</b>	7r/WW	Visit Whitewater, tour the sites, surrounding neighborhoods and market trade area
<b>8/15-18</b>	7r	Review all, request more info as needed
<b>8/24</b>	7r/WW	Meeting to review all sites with site team

Let us know if any other questions come up before we chat tomorrow. Thanks!

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**Heather Lazickas** she/her  
Marketing + Brand Development, seven roots

2. Capital Campaign Launch Party - In-person vs. virtual?  
Destine is working on budget for launch party, wondering if we want it in-person or virtual. A hybrid option was suggested for the launch party as well as the annual meeting.
3. ~~Vote on \$3500 toward community survey~~
4. Vote on [amendment to Articles](#)  
A vote by the owners is needed to amend articles, what the board needs to decide is the number of owners we want to increase to as well as if there should be a special ballot or rolling it into the board ballot at the annual meeting. It was decided to put on annual meeting agenda. Part of the amendment process is that the results must be recorded. For an additional 1000 owners the cost would be \$227.50. It was decided to put to a vote to add another 1000 owners (making 2000 owner cap) and add \$227.50 to budget, moved to approve by Katy and second by Kathleen, approved without dissent.

[2022 Board Calendar](#)  
[Project Timeline](#)

[Future agenda requests](#)

Ron requested having a Co-App discussion.

Final thoughts/questions & Adjourn meeting

**Closing:** President Wimer officially adjourned the meeting at 8:30 p.m. The minutes were respectfully submitted to the Board on 07/25, 2022 by the Board Secretary, CJ Wagner.



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