



MEETING MINUTES
Whitewater Grocery Co
Board of Directors

When: November 10, 2021 5:30PM - 7:30PM

Where: Zoom Meeting

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 timeline, delegate tasks/roles, and educate Board on Google Drive

Agenda 1 (mid-month meeting) is policy, governance, and board development/education.

Agenda 2 (late-month meeting) is accountability and BIG topics for in-depth discussion

Preliminaries: The meeting was called to order by President Katy Wimer at 5:36 p.m.

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

The mission and values for the Whitewater Grocery Co. was read by CJ. The intention for this meeting is to review timeline, delegate tasks/roles, and educate Board on Google Drive .

Member-Owner Natalie Biancalana joined the meeting and was welcomed by Katy Wimer.

Jen moved to approve the agenda with the removal of the Google Drive crash course. Second by Brienne. Motion passed without dissent.

Consent Agenda: Jen moved to approve the minutes from our [minutes from the September 27 meeting](#). Second by Zach. Motion passed without dissent.

Reapprove [Board Succession Planning Policy](#)

Brienne moved to approve, Jen second, policy approved without dissent.

Review & Discuss [The Brain](#)/Assign who updates

Brienne volunteers to use the timeline as a log and to then come back to after things are planned out.

Delegation of [Tasks](#) Needed from Anne's list

Finance & Legal Committee Chair--Zach has reached out to the committee, and believes they should still meet to elect officers and then meet as needed. Zach offers to be the F&L chair as they are meeting on an as-needed basis.

Board Development Chair--It was discussed and decided that Zach would take over the Board Development and Kathleen would take over the Board Development piece, with both co-chairing together.

Nationbuilder--Katy will follow up with people regarding different roles within Nationbuilder.

Office Manager--It was discussed and decided that discussion would continue via SLACK deciding what this role will look like and who will carry it on.

123 Form Builder Administrator--Katy and Kathleen will look into whether this is still necessary and possibly find a donor if it is needed to continue.

Office Hours

Decided to start resuming office hours Fridays from noon to 2pm.

7 Roots [Update](#) and next steps



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Brienne and Katy met with 7 Roots, discussed 3rd site fall-through and discussed 2 potential sites. Katy also met with 7 Roots and Jen and Denise Maple regarding the Pro-Forma. 7 Roots also asked to be the point person with Debbie from G2G. Brienne will be the point person for 7 Roots while Katy is on her trip. Jen brought up that a new contract with Don Moffitt may be needed soon, also that some assumptions in the pro-forma may be outdated and that she suggests reaching out to Don to update.

Discuss new Board meeting times

Decided new board meeting times: Mid Month Wednesday meetings 5-6:30, late month Monday meetings 5:30p-7:30p.

Action Items

Future agenda requests & discuss what we accomplished
--Preferred Shares discussion at December mid-month meeting
--Cancelling Late Month December meeting (December 27th)
--Add Google Drive crash course to late month meeting.

Closing: President Wimer officially adjourned the meeting at 7:03 p.m. The minutes were respectfully submitted to the Board on December 8th, 2020 by the Board Secretary, CJ Wagner.