



Approved via email on 7/21/23

Board of Directors Meeting Minutes

Tuesday, June 27, 2023 (5:00-6:00 PM EST)

Virtual Conference call via Microsoft Teams

The meeting was called to order at 5:02 PM EST

Board Members in Attendance:

C.E., Edea, Dave, Rosemary, Amber, Wis, George, Felicia, Angelique

Board Members Absent: none

Others in Attendance:

Troy Bond – CEO, Rene Deschene – Accountant, Madelon Givens – Marketing Manager, Diane Bass – Graphic Designer

Agenda Review: APPROVED, with changes.

Adding selection of recording secretary to agenda, after CEO update, prior to B policies.

Meeting Minutes: Board confirmed electronic APPROVAL of the May 2023 meeting minutes.

Open Member Time/Member Questions:

- NO QUESTIONS OR COMMENTS FROM MEMBERS

CEO Update, presented by Troy:

Monthly update report & Review of Quarter and YTD Financials:

- Most recent event, Wine for Wildlife, exceeded expectations. Good attendance, lots of positive comments. We plan to do something similar every quarter.
- May sales were down from last year. Summer slump hit earlier than anticipated this year.
- Labor is under control, thanks to quick response to sales shift.
- Ops personnel and admin expenses way down.
- May was the last month for the 15% member discount.
- Shared Capital agreed to loan forbearance, meaning lower fees throughout the summer.
- Membership is growing steadily, Customer Service (CX) surveys are healthy.
- June sales are unofficially just under last years' numbers 4%, but the past week is positive and will continue that trend due to deli construction last year.

Recording Officer Selection, presented by Dave:

- Felicia has expressed interest.
- Rosemary motions to ACCEPT Felicia as recording secretary.
- Wis seconds motion.
- Motion CARRIED UNANIMOUSLY.



New Board Policies, presented by CE:

- New sub-policies for B1: B-1.11, B9: B9.1 and B10 (new B policy), to be added to official policy set.
- Dave motions to adopt B1 and B9 as written, and to allow discussion for B10. Wis seconds motion. Motion CARRIED UNANIMOUSLY.
- CE calls for questions on B10, none presented.
- Angeliqe motions to ACCEPT B10 as written. Rosemary seconds motion. Motion CARRIED UNANIMOUSLY

Management's Plans To Improve Sales, presented by Troy:

Looking at how to stabilize cash flow we will implement a cost saving plan this week. It remains to be seen how June will end up with the suspension of the 15% discount, and with loan forbearance. Other changes will take effect 7/1/23 and include:

- Life insurance, and long and short term being canceled
- Health Insurance: CCM employee contribution going up from 25% to 50%
- Staff Reorganization to reduce monthly personnel by \$10k.

Board requested an updated budget forecast for the second half of the year for review at the July Board meeting. Management agreed to do so.

CE Calls to adjourn.

Meeting Adjourned at 6:20 PM EST

Executive Session to follow for Board members only.

Next Meeting: July 25, 2023 from 5:00–6:00 PM EST.