Karma Co-operative Board of Directors  
Minutes for the Meeting of Tuesday, October 2, 2012  
Centre for Social Innovation, 720 Bathurst Street, Toronto

Present: Arel Agnew, Amy Andre (General Manager), Corey Berman, Rick Conroy, Kirsten Heyerdahl, Fiona Jones, Daniel Joseph, Talia McGuire (Interim General Manager)

Guests: Kathleen Burton (Finance Committee)

Regrets: Mel Hall

Chair: Corey Berman

Note-taker: Natasja VanderBerg

Minutes editor: Kirsten Heyerdahl

1. Call to order

The meeting was called to order at 7:05 pm.

2. Presentation of the agenda

Approval of agenda
Approval of the minutes of the September 11, 2012, board meeting
Approval of requests for extra work hours
General Manager’s report
Treasurer’s report
Committee reports
AGM Preparation
Questionnaire for Management Advisor
Board Nominations

3. Approval of the minutes of the September 11, 2012, board meeting

Corey moved that the minutes be approved.
Approved unanimously.

4. Approval of requests for extra work credit

Kirsten, Rick and Corey requested 4 hours of extra work credit each.
Approved unanimously.

5. General Manager’s report

Amy had submitted a written report to which Talia, the Interim GM for Amy’s maternity leave, had contributed. There was discussion of the sales from the store and the statistics that had been generated from SmartVendor. Suggestions were made about presentation of statistics for future reporting.

Amy and Talia talked about plans for re-engaging existing members, calling the campaign New member November. Karma will receive some free consulting from Management Advisor, paid for by a grant. The grant will be aimed at increasing sales within the existing membership. There was discussion of the possibility of phoning members who are not shopping to casually engage them in conversation and collect information as to why they aren’t shopping and if there are items that Karma doesn’t carry that if carried would cause them to shop more.
Buying: As Talia is now management, Greg will be taking on the grocery buying; Cara is training on buying for bulk. SmartVendor’s reporting on inventory will be better after the next inventory date, which will be on November 1.

Amy and Talia wondered about the IOU policy in relationship to the household/loan holder. The board clarified that each loan holding member in a household may take out an IOU.

The Neelands refrigeration maintenance bid was examined and compared to our original bid from Rosetown. Neelands has not followed up after the bid even though Amy has contacted them; Rosetown has been responsive, Art recommended them, and the bid is lower. General support was expressed for going with the Rosetown bid.

Corey moved that Karma sign a contract with Rosetown for fridge and freezer maintenance as per the bid received.
Approved unanimously.

6.  Treasurer’s report

Corey referred to the financial statements submitted. The Finance Committee has looked over the statements and accepts them. There is one error in the inventory value; Corey said the error will correct itself in the next statements. The Treasurer’s report for the AGM addresses the financial situation of the co-op: approximately $80,000 net loss. Sales are primarily at fault; shrinkage is also an issue. Corey said there needs to be an all-out effort to increase sales.

Corey moved that the Financial Statements be approved.
Approved unanimously.

7.  Committee reports

The Chronicle had contacted Fiona and asked how to give work credit for articles submitted by members not on a committee. The Chronicle will be responsible for reporting the hours as opposed to individual members requesting hours for the articles they have written.

The Building Committee has been informed about the hour reporting system but has yet to report hours. Joerg Wittenbrinck has stepped down as chair and Cathy Taffler from the committee will be assuming most of the duties.

8.  AGM Preparation

The AGM mail out, including agenda, must go out by Friday. In the past, there has been an email, such that members could choose to accept the notification of meeting electronically. This list needs to be located and those members on the list removed from the paper mailout. We need mailing addresses for the paper mailing which will be prepared on Friday with staff labour. The board confirmed that Amy will not be at the AGM. Amy has already scheduled a trip out of the city since she will be on maternity leave and will therefore not be able to attend.

9.  Management Advisor Survey

The board will respond individually.

10.  Board Nominations

Daniel received seven or so inquiries. One person has confirmed. Email blast should go out to the membership. As Daniel is leaving the country before the AGM, Kirsten will be assuming Nomination Chair duties as needed.
The Annual General Meeting will be held on Monday, October 15, 2012, at the Toronto Society of Friends at 60 Lowther Avenue. There will be a brief board meeting beforehand. The next regular board meeting will most likely be held on November 6, 2012. This will be confirmed by the new board.

**Attachments:**
General Manager's report
General Manager's report - October stats
General Manager's report - refrigerator maintenance bid