

Fiddleheads – Board of Director

Meeting Minutes

February 15, 2011

I. Call to order

Richard Virgin called to order the regular meeting of the Fiddleheads Board of Directors at **7:33PM on February 15, 2011** located at **190 Broad Street, New London, CT.**

II. Roll call

Jamie Lee took attendance. The following persons were present:

Richard Virgin
Suzanne Cattanach
Ed Demuzzio
Mark Roberts
Ned Reute

The following were absent:

Carol Chaput
Ellen Anthony
Jim Stidfole

III. Approval of minutes from last meeting

Richard Virgin read the minutes from the last meeting. The minutes were approved
(Ned – Moved/Mark – Second)

IV. Member Comments

- a) Update that there are around 1190 household members
- b) Membership forms are being reviewed for those interested in volunteering for projects
- c) Add emails from raffle tickets for email blasts- needs to be done.

V. Old Business

- a) Closing Coordinator Position
Martina is resigning. She is moving to Atlanta. Martina will stay on for about another 4-5 weeks. Email blast will be sent announcing resignation and posting for position. Need to have someone in position and trained before Martina's last day.
- b) Volunteer Recognition
Start a new program that recognizes the dedication of all the volunteers.
Target Date: Sunday March 13, 2011 for pot luck. Also include a listing of the dedication of hours by each volunteer.
- c) CT NOFA Event – Saturday March 5, 2011 Fiddleheads will have a booth set up
- d) CGA Sustainability Event – Thursday February 24, 2011 from 6-8PM. Mark and Jamie will be attending and representing Fiddleheads. (MOVED TO APRIL)
- e) Wellness Fair – Sunday March 27, 2011 11AM-3PM. Flyers will be ready for distribution by beginning of March. Jamie will add to the flyers and event listings the art activities for kids. Jamie has already included in advertising that Fiddleheads will be open for shopping

Fiddleheads – Board of Director

during the event hours of 11-3. Mark will work with Bud McAllister to distribute flyers and talk to the local churches and Parish Nurses. We will have access on Saturday before closing to get the space ready for practitioners on Sunday.

VI. New business

a) New London Summer Farmers Market

New London Local First will be taking over the management of the farmers market. This will allow for more structure and better management of the market and draw more attention to the market.

Farmers market will be moved from the Fiddleheads parking lot to another location in New London.

Farmer's market will go from being on Tuesday and Friday to just Fridays under the new management.

Richard Virgin will be discussing this change with the farmers on Wednesday February 16, 2011.

b) Priority List Workshop on Tuesday February 22, 2011 will be at Fiddleheads instead of CCI.

c) New London Facade Program

Richard and Ed will be submitting application for funding to install electric awning to front of Fiddleheads.

Suzanne Cattanach raised concerns regarding the look of having an awning installed that will not run the length of the outside and stop short. Need to address aesthetics when the time comes.

d) Other Business

Treasure/Financial Report Review by Ed

New format for pulling credit and debit list. Shared COGS report for the last month.

Approximately 90k in COGS. Need 25k to transfer to operating account to cover expenses. Ed watches account and keeps a 6k buffer to be sure overdrawn issues do not occur. Ed will work with Sheila to provide budget to buyers.

Ed mentions there are two POS terminals being worked on to be used at Fiddleheads for inventory/sales using bar coding/scanning.

Mark Roberts asked about sales for February. Ed shared that first week was strong at approximately 20k and week after Fiddleheads Birthday celebration at approximately 17k. Sales for January close to approximately 70k.

Motion brought forward by Suzanne Cattanach to change name on the window from **Fiddleheads Food Coop** to **Fiddleheads Grocery Store** (Ned-Moved/Mark-Second). All in favor (5) Opposed (0).

VII. Adjournment

Richard Virgin adjourned the meeting at **8:38PM** (Suzanne – Moved/Ned – Second)

Minutes submitted by: Jamie Lee

Minutes approved by: Jim Stidfole – All in favor (5) Opposed (0)