

Fiddleheads – Board of Director

Meeting Minutes

August 16, 2011

I. Call to order

Richard Virgin called to order the regular meeting of the Fiddleheads Board of Directors at 7:33PM on **August 16, 2011** located at **190 Broad Street, New London, CT.**

II. Roll call

Jamie Lee took attendance. The following persons were present:

Richard (Dick) Virgin
Suzanne Cattanach
Ed Demuzzio
Jim Stidfole
Bill Hossack
Lisa Cygan
Susan Zimmerman

Members:

Ellen Anthony
Allan
Sue
Janice

The following were absent:

Mark Roberts
Ned Ruete

III. Approval of minutes from last meeting

June and July acceptance of minutes

Move: Jim Stidfole / Second: Lisa Cygan (All in favor: 7 / Opposed: 0)

IV. Member Comments

Allan presented the following:

Members: 240 Inactive (no contact info), 123 Active (no emails), 919 Active = 1282 Active Households

Newsletter: Passed around newsletter that will be distributed monthly

Employee Treatment: Details to be researched and reviewed further for policy and procedures

V. Secretary's Report

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- a) No Report

VI. Presidents Report

- a) Lighting retro fitting completed
- b) Energy efficient light bulbs in place
- c) Close to making a decision on the cooler alarms proposal (alarm will make multiple calls to numbers when alarms go off)
- d) HVAC: functioning okay except for some minor condensation

VII. Financial Report

- a) Ed Demuzzio provided handouts of numbers. Numbers were reviewed and called into meeting minutes. **Accounts:**
CC=96.26/Payroll=597.86/Operating=14364.68/Market=17536.84/Savings=19049.96
- b) Additional comments: Monthly operating expenses has doubled from around 12k to 25k, however the amount of sales has increased monthly.

VIII. Old Business

- a) Rent Agreement Update from Ed DeMuzzio –
Lease: 5k month till 2013/6K month 3 till 2016
Landlord forgave back debt/we agree to pay 6k in back util. bills
- b) Update from Richard Virgin: Produce Coordinator
 - 1. Hired Steve and has been working for the past few weeks
 - 2. Feedback from Sue, and Janice that he is great to work with, pleasant and comfortable with others.

IX. New Business

- 1. Moving forward with proposal for freezer alarms
- 2. Will be checking calendars and discussing invites for the committee members for the employee handbook sub committee
- 3. Jamie reminded about Fiddleheads Fall Health Fair – Sunday, September 18th
- 4. College Freshman Tour mentioned by Susan Cattanach
- 5. Jamie mentioned about the Farmer's Market and providing information

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X. Adjournment

Jim Stidfole motion to adjourn the meeting at **9:01PM**

All in favor (7) Opposed (0)

Minutes submitted by: Jamie Lee

Minutes approved by: [Name]