

Fiddleheads – Board of Director

Meeting Minutes

January 17, 2012

I. Call to order

Richard Virgin called to order the regular meeting of the Fiddleheads Board of Directors at **7:36PM** on **January 17, 2012** located at **190 Broad Street, New London, CT**.

II. Roll call

Jamie Lee took attendance. The following persons were present:

Richard (Dick) Virgin

Jamie Lee

Suzanne Cattanach

Ed DeMuzzio

Susan Zimmerman

Bill Hossack

Mark Roberts

Ned Ruete

Lisa Cygan

Jim Stidfole

Sue Phillips

Lee Boltz

Members:

Donald Main (new member)

The following were absent:

None

III. Approval of minutes from last meeting

December acceptance of minutes

Move: Mark Roberts / Second: Jim Stidfole (All in favor: 10 / Abstained: 1 / Opposed: 0)

IV. Member Comments

Donald Main (new member and shopper) would like to volunteer services such as ztape analysis, or floor plan layout as these are areas he would be interested in applying his experience.

Jim Stidfole requested to approach food-coop that a family is on the board for to see about sharing data.

V. Secretary's Report

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- a) Jamie shared membership totals and provided a graph showing results as of December 2011 (active 1099), as of January number increased to 1353 active members.

VI. Presidents Report

- a) Projects
 - a. Back door replaced
 - b. Front Door & Awning
 - i. No action since last month – project approved and money available
 - c. Equipment:
 - i. Back cooler (milk & juice) will be running later this week – making sure mechanically ready
 - ii. Walk in cooler: issues with compressor in colder weather (older unit that needs attention)
 - 1. Use portion of 100k loan to address the compressor and cooler
 - 2. Plan for installation needs to be in place as timing is critical while replacing
 - d. Gross Receipts:
 - i. Daily Average between 3k – 4.5k; Sat. 5k-7k (last Saturday 8k) and Sun. showing steady increase week over week (last Sunday 3k)
 - 1. Sunday opening has led to changes in stocking procedures and produce orders to accommodate additional sales
 - e. Jim Stidfole offered as donation to Fiddleheads the bowl, platters etc... he makes (all sale proceeds can be kept by Fiddleheads)
 - f. Additional Comments:
 - i. Bill mentioned food coop opening in Noank
 - ii. Jim mentioned Bank St. Bldg in New London be turned into local prepared foods stop
 - iii. Ed mentioned Free Tickets to Food Smooze in Avon, CT – Request was sent out to volunteers and now to the board a drawing will be done for tickets.

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VII. Financial Report

- a) Ed Demuzzio provided handouts of numbers of current and proposed budgets
 - a. Correction to annual amount was caught and will be updated

VIII. Old Business

1. Reviewed 2012 Proposed budget based on 1.5 increase. Any changes will be made after further review of inventory in January. Motion: Jim Stidfole / Second: Mark Roberts (Approved: 12 / Opposed: 0)
2. Sales Projections presented by Mark Roberts showing 80% increase in 2012 (handouts provided – estimate sales at 1.7 mil)
 - a. Based on following the current trend over the past year
3. Birthday Event: Saturday, February 4th at 1PM will be the ceremony
 - a. Monica Smith is Coordinating the event
 - b. 10% discount for all shoppers on the day of the event
 - c. 7-8 Musicians throughout the day
 - d. Guest speaker (to be confirmed) Sen. Blumenthal
4. Inventory: Awaiting final numbers from Claire
POS Project for 2012 till in place will follow a buyers format to be used for tracking

IX. New Business

1. General Manager Position
 - a. Ed requested new position with a salary of 25-26k annually
 - i. Removed day to day operations from the Board to General Manager
 - ii. Board to function as a Board
 - b. Motion: Susan Zimmerman / Second: Bill Hossack (Approved: 12 / Opposed: 0)
 - c. Other Business:
 - i. Ned offered a workshop on transition (about 1 ½ hours) should a board member be removed to assume the General Manager position
 - ii. Mark Roberts proposal on By Laws at the next meeting – suspended strategy meeting till by laws completed
 - iii. Hiring Committee: Ed Demuzzio, Mark Roberts, Jamie Lee, Lisa Cygan and Susan Zimmerman

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2. Executive Session @ 9:17PM Motion: Jim Stidfole / Second: Mark Roberts (Approved: 12 / Opposed: 0)

X. Adjournment

Motion to adjourn the meeting at **9:40PM** by Jim Stidfole

Minutes submitted by: Jamie Lee

Minutes approved by: Board of Directors Meeting, February 21 2012 - Motion: Jim Stidfole /
Second: Mark Roberts
All in favor (11) Opposed (0)