

OKLAHOMA FOOD COOPERATIVE
Board Meeting
St Paul's United Methodist Church, Tulsa
December 3rd, 2011

Board Members Present: Bob Waldrop, Eric Lyons, Aaron Killough, Lisa Weissenbuehler, Ann Young, Jacki Morton, Quentin Bomgardner
Board Members Absent: Deedra Hovey, Dawn Mahiya, Deb Willis, Rachel Weber
Others Present: Kara Joy McKee, Adam Price, Eric Sarmiento, Colleen and Paul Thornton, Kathy Tibbets, Greg Parker, ? Mendoza, Scott Jensen, Sandy Koontz, Kristi Shreve, Leslie Moyer, Rita ? (Buy Fresh Buy Local), Jennifer Pardee, Betty Pardee, Ershall Johnson, Gene Perry, Beverly Braunlich

Lisa Weissenbuehler, President, called the meeting to order at 4:35pm.

The agenda submitted by Lisa was approved by unanimous vote (Bob moved, Quentin seconded) with the following changes: Old business was moved up to follow Adoption of Agenda and bar codes was moved to the top of Old Business. Two items were added to Old Business: outreach budget confirmation and consignment shop budget. Three producers were added to the Standards Committee Report and two items were added to New Business: selling booth space at annual meeting and Christmas gifts for volunteers.

OLD BUSINESS

Bar Codes: Deb reported that not many comments from producers have been received. Could bar codes save a lot of time during check-in and could it help us track how many person hours are required for each phase of delivery day check-in and sorting? Greg thinks the tracking of hours could be done just as well with time clocks. He sees a real problem with using bar codes to check in products. Several producers would need custom programs to be able to print labels that would fit on their products (egg cartons for example). Bar codes would not replace the sequence numbers for producers and so both would be needed. Greg noted that some producers can't even load pictures on the website and may not be tech savvy enough to use bar code equipment. Bob moved to table the idea **pending another report from management (Deb) at the March meeting**. Aaron seconded and it passed unanimously.

Producer collaborations: Bob reported that most producers are against it because they would have to buy a new membership for partnership. The Two Tomatoes guy was adamantly opposed. We should let this die.

Membership of the Management Team: Regarding hiring new employees, the management team should conduct interviews, make recommendations to the board and send resumes to the board but the board will have the final say in hiring. Customer Care person needs to be hired soon. The board can approve this person through an online poll. There will be a management meeting at the op center at 7:00 on Monday night.

Strategic plan check-in: Bob moved to ask management for **four reports at the annual meeting: 1) Food Truck with Meat-on-a-stick menu; 2) two delivery days a month; 3) kiosks for body care products; 4) toilet paper made in Pryor to be bought wholesale and sold through coop.**

Comments included that Bohemia has a food truck in Norman and could advise and might even partner; Eric was very opposed to Bob's idea of including Texas citrus and rice with the toilet paper idea since those are not Oklahoma products and therefore we would lose our distinction as a source for Oklahoma products; toilet paper purchased by the truckload might have to wait for new building to insure dry storage space. Bob plans to put test packages of toilet paper at the op center to see if they get wet. Quentin seconded the motion and all were in favor except Aaron who abstained.

Outreach budget: Eric said the budget is currently \$350 and he moved to add another \$350. Bob seconded and it passes unanimously. Jacki noted that this might be paid by our new loan for outreach.

Consignment shop budget: Eric spent \$361.00 for shelves out of pocket and would like to buy a legal tender scale. Bob moved to appropriate \$500 to cover these items, Aaron seconded and it passed unanimously. Last month Eric sold \$500 at the consignment shop on delivery day.

CONSENT DOCKET

The consent docket was approved unanimously (Quentin moved and Jacki seconded) and included (1) Acceptance of new members and issuing of stock (37 new members in October and 34 in November); (2) Approval of the minutes of the previous meeting.

FINANCIAL REPORT

Rachel was not present but submitted financial statements in advance. There were no questions.

STANDARDS REPORT

Bob moved to amend the Processed Food Standard definition to bring it up to date with current laws as follows:

A Processed Food Product is a food that ~~requires a Processing Authority Letter issued by an agency that issues processing authority letters~~ **must be reviewed and certified by a Recognized Process Authority** to be legal for sale. This does not include processed meat products like sausages, meats, charcuterie prepared by a USDA or ODA licensed processing facility. If you have a question as to whether your product requires **review and certification by a Recognized Process Authority**, please contact the appropriate health department officials.

This application is only for Processed Food Products that require ~~Processing Authority Letters~~ **review and certification by a Recognized Process Authority**. There is a separate application for prepared or processed products that do not require a Processing Authority Letter **review and certification by a Recognized Process Authority**. If your

~~answers are short, terse, and insufficiently informative, your application processing will be delayed because we will return it to you to ask for more complete information. Before submitting this application make sure you have read and understand and agree to the cooperatives Terms of Service.~~

~~If you have questions about completing the application, email applications@oklahomafood.coop.~~

~~Note: the wording regarding review and certification by a Recognized Process Authority is taken directly from:~~

~~McGlynn, William. [2010] Food Technology Fact Sheet FAPC 118, "The Importance of Food pH in Commercial Canning Operations," Robert M. Kerr Food & Agricultural Products Center, osufacts.okstate.edu/docushare/dsweb/Get/Document-962/FAPC-118web.pdf.~~

Eric seconded and it passed unanimously.

New Producers:

Bob moved to approve Holiday Seasonings for seasonings and popcorn gift packs.

Quentin seconded and it passed unanimously.

Bob moved to approve Rambling Road Designs for woodcrafts and sculpture. Jacki seconded as it passed unanimously

Bob moved to approve Golden Grains for baked goods, Aaron seconded and it passed unanimously.

Bob moved to approve Lady Lillian Longhorns for vegetables and beef. Quentin seconded and it passed unanimously.

NEW BUSINESS

Bob moved to sell booth space at the annual meeting to outside but sustainably related organizations such as Native Roots. Non-profits would be charged \$25.00 and for profits \$50.00. Quentin seconded and it passed unanimously.

Bob moved to allot \$500 to buy Christmas presents for key volunteers if enough gifts are not donated by producers. Quentin seconded and it passed unanimously.

BOARD QUESTIONS REGARDING REPORTS

Have any balls been dropped in Kara Joy's transition from GOM to Delivery Day manager? We still need a volunteer coordinator.

REMARKS OF THE PRESIDENT

Encourage people to shop at the coop. Quentin will use Facebook to push gift memberships as Christmas presents.

REMARKS OF THE MANAGEMENT

Adam is still waiting to hear about the Arcadia/Jones pick-up site.

The annual meeting will be February 4th, Saturday, at the Public Market in OKC. We will start at noon-2 for the meet, eat and greet, business meeting 2-4, happy hour/contra dancing 4-6, Banquet will start at 6:00. Since we have the building until 2:00am for the same price it makes sense to have a great band and dance and sell tickets to outsiders. We can probably cover a lot of expenses that way. Kara Joy and Jacki will organize the dance and invite young people who can stay up until 2:00am.

Bob moved to adjourn at 6:17pm, Quentin seconded and it passed unanimously.

Minutes taken and transcribed by Ann Young 12/5/11