

Board of Director Meeting Minutes:

May 13, 2020

Attendance: Matt Keen, Melissa Foley, Sarah Daniels, Melody Diaz-Williams, Kathryn Polk, Dan MacRae, Anthony Garguilo, Krista Jorgensten, Melissa Porter, Joe Kertesz

1. Co-op morale is going strong- doing well. Financially, labor continues to be down tremendously (because deli is down); sales are about close to last year because of increased grocery purchases.
 - a. Leads to rethinking business model of deli business going forward- self serve salad/hot bats will be down for a while, possibly forever.
2. Received \$10,000 deposit/grant (similar to stimulus check)-- no reply from SBA loan applications (never applied for PPP)
 - a. Potential to put money toward IT investment
 - b. Coolers/refreshment investment needs-- it's been stable; will need to discuss at some point.
 - c. GMs propose wanting to convert deli self-serve space into a service area-- moving sandwich case (picture horseshoe shape) to serve hot bar/salad bar food, sandwiches, etc.
 - i. Hopefully wouldn't involve construction; more of a fixture swap out
 - ii. Want to make changes quickly before equipment runs out to transition away from buffets.
 1. Fastest solution to getting same quality of food before pandemic; also less waste. Aiming to move by summer/end of summer- permanent solution. Because currently no loan taken out from bail out (wouldn't apply to upgrades), more opportunity could be available for loan.
 - a. Less intensive than self-serving deli (constantly bringing out hot food, etc.). Addition of Nikki Spears, makes three kitchen staff with restaurant ownership experience.
 - b. How this project could tie into larger deli expansion in the future?
 2. Other co-ops (newer ones- like Durham) didn't have self-serve style at all.
3. Staff went from 50-30 since pandemic
4. Need for 18,000 technology upgrade: new system, phone systems, desktops, rewiring/brain to the system totally updated-- will last 10-15 years at least. Monthly payments \$1049.18 month to finance new equipment (finance for 5 years). Currently paying 700-800\$ a month for a failing system.
 - a. Will make compliant for firewall protection-- PCI compliant with new technology system. Does not include POS systems.
 - b. When do we think/want to start/complete?
 - i. ASAP with board approval
 - ii. Some destruction and work in buyers office/admin office
 - iii. Less than a day's project for the hard wiring

- iv. Proposal sent out today: breakdown of everything
- v. Does NCG subsidize? ECRS
- vi. Are any other local providers for this package/service? Even from Raleigh, to get a second quote for a frame of reference?
 - 1. Sarah M. has been working on this on/off for 6 years. No one local is willing to do a project of this size.
 - 2. Last quote was in \$28,000 range
 - 3. Local business would be ideal for a phone call away-- especially if there are hurricanes or other immediate issues.
 - 4. If Tidal Creek was to lose Sarah (IT manager), it would be a huge benefit to have a local staff member available (Bryan Satz) to help with IT needs.
 - a. Upgrade will relieve the stressful workload of her job fixing old system malfunctions. It will free up her time to assist with other things (consolidating pricing, etc.)
 - b. Goal is to set up a system so that if someone needed to replace Sarah in 6 mo or 5 years the next hire could deal with it.
 - 5. BOD will review the proposal by the end of this weekend and will discuss it by Monday with feedback about the proposal (feel good, don't feel good, get another quote, etc.)
 - a. Matt is ok from what he is hearing, but will review the proposal.
 - b. Breakdown of hardware costs vs. labor is straightforward in the proposal.
 - c. Upgrade options available in the future.
- 5. Great Harvest Bread is closed permanently- not public yet. Real estate agent reached out to see if Tidal Creek is interested in the space.
 - a. Anthony is not currently interested in taking over a failed business again (lessons learned from 2005 with stoneground bakery).
 - i. Will look at the equipment but advantageous to support a like-minded local business to take over the space. Given the current economic climate, don't see anyone jumping on the opportunity for someone to rent that right now.
 - 1. Lessons from Stoneground bakery- don't jump into anything without serious plan and serious projection
 - ii. Bakery set up similar to pizza parlor (based on equipment)
 - iii. Street front exposure an incentive?
 - 1. That entrance will be closed entirely with apartment expansion
 - 2. Potential for tidal creek kitchen at GHB space? SUBlet as a cooperative kitchen (kind cultures, love Lydia Baery, etc).? Catering? Vegan pizza parlor? We're a long way from there currently.

- a. Find out rent
- 6. Questions about Quarterly report
 - a. Tax return filed? Not yet; we're in Oct-Sep fiscal year, so not until next quarter.
 - b. Earny and company is the Tidal Creek accountant
- 7. Owner comment- someone asked about last month's meeting?
 - a. Will minutes be left in the store?
 - b. Access to meetings for owners?
 - c. Videotape meetings?
 - d. Put minutes on the website- update
 - e. NCG had annual board meeting two weeks ago-- all coops invited could come and watch-- and type in questions
- 8. Virtual recipe swap?
 - a. Use Tidal Creek group page on Facebook
 - i. Increase post exposure for Tidal Creek
 - ii. Social media food inspiration: Food for that -- follow Sally's baking blog (biscuits, breads, etc).-- Hope Lauren/home body field good instagram account (food posts amazing); Tabitha Brown
 - iii. Set hour or ongoing campaign - initiate with board members each bringing a recipe card to the group?
- 9. BOD members respond by Monday May 18th about IT proposal
- 10. Sarah will keep in touch with finance group to talk/meet before our next monthly meeting

Meeting Minutes taken by Kathryn Polk