



## Community Lunch & Annual General Meeting



### 2019 AGM - Minutes

Time and date: 12:30pm 20 October 2019

Location: Food Co-op, 3 Kingsley Street Canberra 2601

**Facilitator – Joel Dignam**

Attendees: Members – 35; Non-members – 3

	Full Name	Current member?
1	Karina Vennonen	Y
2	Jono Crane	Y
3	Silke Smaglinski	Y
4	Sango Mahanty	Y
5	Angela Ryan	Y
6	Benjamin Huttner-Koros	Y
7	Sara Bhas	Y
8	Jasmine Berry	Y
9	Amanda Regan	Y
10	Jocelyn Cutler	Y
11	Michele Smith	Y
12	Keri James	Y
13	Alexander Pecenko	Y
14	Caitlin Buxton	Y
15	Jessica Lee O'Donnell	Y
16	Daniella Mews	Y
17	Susan Johnston	Y
18	Luka Mijharends	Y
19	Carma Jackson	Y
20	Andrew Martin	Y
21	Robert Davy	Y
22	Zoe Pollock	Y
23	Kayla Greenstien	Y
24	Trish McEwan	Y
25	Katalin Dusaucy-Rapp	Y
26	Lea Giacomelli	N
27	Samantha Hawker	Y

28	Frank Deveson	N
29	Sophie Fitch	Y
30	Alexandra Ross	Y
31	Ben Keaney	Y
32	Alex Ford	Y
33	Clare Idriss	Y
34	Adrian Gibbs	Y
35	Amie Illfield	Y
36	Anisa Ford	N
37	John Lieber	Y
38	Ryan Godfrey	Y

Scheduled Time	Item	Actual time
12:00	<b>Lunch plus member meet and greet</b>	
12:30	<p><b>AGM commences</b></p> <ul style="list-style-type: none"> <li>● Welcome from Joel</li> <li>● Acknowledgement of Country – Ryan and Karina <ul style="list-style-type: none"> <li>○ Food justice</li> <li>○ Building intentional relationships with Indigenous peoples</li> <li>○ Co-op donates excess food to the tent embassy</li> <li>○ Link between the food we eat, climate change and sovereignty of first nations peoples</li> <li>○ Food Co-op’s role as a bridge</li> </ul> </li> <li>● Introduction/names round – Joel</li> <li>● Overview of agenda – Ryan <ul style="list-style-type: none"> <li>○ Hand signals</li> <li>○ Is everyone happy with the seating arrangement? <ul style="list-style-type: none"> <li>▪ Yes most are happy</li> </ul> </li> <li>○ Ryan introduced himself as Board chair</li> <li>○ Overview of agenda</li> <li>○ Any questions about agenda? <ul style="list-style-type: none"> <li>▪ none</li> </ul> </li> </ul> </li> </ul>	
12:40	<p><b>Declaration of interests</b></p> <ul style="list-style-type: none"> <li>● Joel asked if any Board members or employees have any conflicts of interest to declare? <ul style="list-style-type: none"> <li>○ Silke sells products on consignment through the Co-op</li> </ul> </li> <li>● Ryan gave context of why we declare conflicts</li> <li>● No other conflicts declared</li> </ul>	
12:55	<p><b>Confirm previous AGM minutes</b></p> <ul style="list-style-type: none"> <li>● Joss moved a motion to accept the previous AGM minutes</li> <li>● Karina seconded the motion</li> <li>● Active consent</li> <li>● No dissent</li> </ul>	

	<ul style="list-style-type: none"> <li>• <b>Motion to accept the 2018 AGM minutes passed</b></li> <li>• Question about quorum <ul style="list-style-type: none"> <li>○ Quorum is 20 and we have 20+</li> <li>○ Passing around a clipboard to record names and membership status of attendees</li> </ul> </li> </ul>	
<p><b>12:50</b></p>	<p><b>Constitutional amendments</b></p> <ul style="list-style-type: none"> <li>• Ryan Godfrey presented changes <ul style="list-style-type: none"> <li>○ Documents containing detailed constitutional changes found at <a href="https://foodcoopshop.wordpress.com/agm-2019/">https://foodcoopshop.wordpress.com/agm-2019/</a></li> <li>○ Purpose of changes is to streamline Co-op's decision-making processes</li> <li>○ Changes to ACT law on co-operatives in 2017</li> <li>○ We merged our old constitution with the new ACT gov model constitution</li> <li>○ Led to inconsistencies in decision-making process</li> <li>○ Ryan outlined how the proposed new decision-making process would work <ul style="list-style-type: none"> <li>▪ 1. Aim for consensus decision</li> <li>▪ 2. If no consensus, a member can move a motion to defer decision to the next meeting, motion needs consensus to pass</li> <li>▪ 3. If no consensus to defer, decision can be passed by a vote with 2/3 majority</li> </ul> </li> </ul> </li> <li>• Q&amp;A from members <ul style="list-style-type: none"> <li>○ How do you decide whether to postpone or to vote? <ul style="list-style-type: none"> <li>▪ Option to postpone is step 2, voting is step 3</li> </ul> </li> <li>○ What decisions does this apply to? <ul style="list-style-type: none"> <li>▪ Formal motions at AGMs, SGMs and board meetings</li> </ul> </li> <li>○ What is the current decision-making process? <ul style="list-style-type: none"> <li>▪ AGMs – similar to the process that is proposed but not as clearly articulated</li> <li>▪ SGMs – 2/3 majority voting, no requirement for consensus</li> <li>▪ Board meetings – simple majority voting</li> </ul> </li> </ul> </li> <li>• Karina to set up microphones so everyone can hear</li> <li>• Joel asked a member to move a motion to accept the constitutional changes contained in the documents on the Co-op website <ul style="list-style-type: none"> <li>○ Ryan moved the motion</li> <li>○ Alex F seconded the motion</li> <li>○ Active consent</li> <li>○ No dissent</li> <li>○ <b>Motion to accept the constitutional changes passed</b></li> </ul> </li> <li>• Clarification question – is the proposed amendment one amendment or many grouped together? <ul style="list-style-type: none"> <li>○ The powerpoint slide is not the actual wording, this is a summary of amendments to several sections of the</li> </ul> </li> </ul>	

	<p>constitution, full wording is in the document up on the website</p>	
<p><b>13:05</b></p>	<p><b>Board Report</b></p> <ul style="list-style-type: none"> <li>• Ryan Godfrey presented</li> <li>• Who is the Board? Brief reflections from current members <ul style="list-style-type: none"> <li>○ Jono</li> <li>○ Caitlin</li> <li>○ Alex Ross</li> <li>○ Other current members send apologies</li> </ul> </li> <li>• Board report <ul style="list-style-type: none"> <li>○ Don't want to focus the whole AGM on the financial losses</li> <li>○ Financial losses are important but we need to balance our focus with other important things happening at the Co-op</li> <li>○ Ryan presented the framework the Board used to assess revenue-raising ideas at the beginning of the year <ul style="list-style-type: none"> <li>▪ Increase lunch prices by \$1 - complete</li> <li>▪ Apply for grants – work in progress, volunteers sought</li> <li>▪ Invest in bulk bins – requires grant or fundraising drive, but a popular way to improve hygiene, look and efficiency of Co-op</li> <li>▪ Dinners – have started Thursday night dinners</li> <li>▪ Online shop – assessing this option now</li> <li>▪ Increase decanting and margin – need extra co-ordinator support</li> <li>▪ Launch promo packages – on hold until we have additional info from comms group</li> <li>▪ Comms strategy – in progress</li> <li>▪ Revise mark-ups on certain products – created 3-tier pricing system instead</li> <li>▪ Peer-to-peer shopping</li> <li>▪ Internal catering and event hire services</li> <li>▪ External catering</li> <li>▪ Outsource the café</li> </ul> </li> <li>○ Other ideas <ul style="list-style-type: none"> <li>▪ Crowd-funding</li> <li>▪ Commercial dishwasher – done</li> <li>▪ Membership sign up drive – done</li> <li>▪ Increase fresh produce</li> <li>▪ Review of products/range</li> </ul> </li> <li>○ Radical ideas <ul style="list-style-type: none"> <li>▪ Cut vouchers by half</li> <li>▪ Move to a different venue</li> <li>▪ Could another organisation buy a share of the Food Co-op?</li> </ul> </li> </ul> </li> <li>• Challenges <ul style="list-style-type: none"> <li>○ Co-ordinating our efforts as a volunteer organisation</li> <li>○ Member feedback on Board decisions</li> </ul> </li> </ul>	<p><b>12:53</b></p>

	<ul style="list-style-type: none"> <li> <ul style="list-style-type: none"> <li> <ul style="list-style-type: none"> <li>▪ Starting to send Board meeting agenda to co-ordinators, with mixed results</li> </ul> </li> <li>○ Need more Board nominations           <ul style="list-style-type: none"> <li>▪ Would be great to have 20 nominees and a competitive democratic election process</li> </ul> </li> </ul> </li> <li>• Achievements       <ul style="list-style-type: none"> <li>○ Smooth transition in co-manager roles           <ul style="list-style-type: none"> <li>▪ Anna left in May, Katalin and Sophie are new co-managers</li> </ul> </li> <li>○ Smooth transition for significant system changes – new pricing system and new POS</li> <li>○ Financial action plan</li> <li>○ Staff and policies have improved our culture – minimal to no grievances this year, compared with previous years where grievances have occupied a lot of our time and energy</li> </ul> </li> <li>• Opportunities       <ul style="list-style-type: none"> <li>○ Update our strategic plan           <ul style="list-style-type: none"> <li>▪ We need to articulate to ourselves what our purpose is</li> </ul> </li> <li>○ Broaden our culture to connect with diverse groups</li> <li>○ Bulk bins</li> <li>○ Reduce memberships fees (further)</li> <li>○ Improve our systems e.g. volunteer engagement and management</li> <li>○ More resources for marketing and communications</li> </ul> </li> <li>• Questions       <ul style="list-style-type: none"> <li>○ How does the process of getting member feedback on Board decisions work?           <ul style="list-style-type: none"> <li>▪ Have tried emailing board minutes to shop co-ordinator email group, with limited success</li> </ul> </li> <li>○ Could we send information to all members for feedback?           <ul style="list-style-type: none"> <li>▪ There is an opportunity to improve internal communications</li> </ul> </li> <li>○ Jess would be happy to receive Board minutes           <ul style="list-style-type: none"> <li>▪ Amie – we’re updating the website currently, we could upload minutes, create a public wiki, for anything that isn’t confidential</li> <li>▪ Forums are another mechanism we’ve tried to engage and get feedback from members – tried these a couple of years ago without much success, but there’s an opportunity to build our community</li> <li>▪ Have started regular shop co-ordinator meetings</li> </ul> </li> </ul> </li> </ul>	
13:25	<p><b>Treasurer’s Report</b></p> <ul style="list-style-type: none"> <li>• Jono Crane presented</li> <li>• Which roles are present at the AGM       <ul style="list-style-type: none"> <li>○ How many co-ordinators are here? Yes</li> <li>○ How many non-members? Yes</li> <li>○ How many paid staff? Yes</li> </ul> </li> </ul>	

	<ul style="list-style-type: none"> <li> <ul style="list-style-type: none"> <li>▪ Any cooks? No</li> <li>▪ Co-managers? Yes</li> </ul> </li> <li>○ Non-working members? Yes, one</li> <li>○ Working members? Yes</li> <li>• Financial loss this year (2018-2019 financial year) is \$9707</li> <li>• Bad, but positive compared to last year where we lost \$14,000</li> <li>• Jono predicted around the time of last year's AGM that we would lose \$19,000 this year, so \$9700 loss is a good sign</li> <li>• Freight train analogy – the Co-op is big and has a lot of momentum and it's hard to change its course</li> <li>• \$568,000 coming into the shop in 2018-19 in sales</li> <li>• Graph of surplus 2006 to 2019</li> <li>• Surplus by department <ul style="list-style-type: none"> <li>○ Separating departments doesn't mean very much</li> <li>○ Membership makes us the most money, but we wouldn't have any members if we didn't do any of the other things we do, so can't rely on just the most profitable departments</li> </ul> </li> <li>• Graph of sales <ul style="list-style-type: none"> <li>○ People are buying less</li> </ul> </li> <li>• Income by department <ul style="list-style-type: none"> <li>○ ¾ of the money coming in is from the shop</li> <li>○ Top products are bananas, insecticide free almonds and olive oil</li> </ul> </li> <li>• Income by month <ul style="list-style-type: none"> <li>○ Our income is controlled by the university calendar</li> <li>○ This year we've had the best July since 2015, but have dropped down in August/September</li> </ul> </li> <li>• Cost of goods sold <ul style="list-style-type: none"> <li>○ Even though we made less of a loss than last year, we distributed less food in total than we did last year</li> <li>○ Peaked in 2017</li> </ul> </li> <li>• Expenses <ul style="list-style-type: none"> <li>○ Most of this goes to wages – 56.8%</li> <li>○ 15% to vouchers</li> </ul> </li> <li>• Wages <ul style="list-style-type: none"> <li>○ Now back down at the level they were at in 2016</li> <li>○ Wages peaked last financial year</li> </ul> </li> <li>• 2017 key message was to close the café because wages were out of proportion</li> <li>• 2018 key message was to think about opening times</li> <li>• 2019 (this year) key message – what kind of retail game are we playing?</li> <li>• Questions <ul style="list-style-type: none"> <li>○ How do we capture where the stock loss comes from – shop, baked goods, lunches, etc? <ul style="list-style-type: none"> <li>▪ Vend, new POS system, has a much better system for recording stock loss</li> <li>▪ We need to be more aware of stock loss</li> <li>▪ Stock loss might be through lunches, based on</li> </ul> </li> </ul> </li> </ul>	
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	<p>what shows up in the compost bin – Frank</p> <ul style="list-style-type: none"> <li>○ Jess teaches yoga at the Co-op – for products sold on consignment, could the person get all of the money and then give some back to the Co-op as a donation, rather than the money going as income to the Co-op that we have to pay tax on? <ul style="list-style-type: none"> <li>▪ This wouldn't make too much of a difference because consignment sales are so low – around \$9800 for the last year</li> </ul> </li> <li>○ How much of the sales come from fresh fruit and veg? <ul style="list-style-type: none"> <li>▪ bananas are up there, but it's hard to attribute costs because some co-managers' time is spent on fruit and veg, some fresh produce goes into lunches, etc</li> </ul> </li> <li>○ ratio of profit to cost of goods sold has shifted from 90% to 85% – why has it become less profitable to sell goods? <ul style="list-style-type: none"> <li>▪ Increase in vouchers?</li> <li>▪ Stock loss?</li> <li>▪ Changes in pricing?</li> </ul> </li> <li>○ Membership revenue – there are more members, but membership revenue is static, is that because each member is paying less but there are more members? <ul style="list-style-type: none"> <li>▪ Yes, there's a risk we will lose membership revenue, but the aim is to get more members by making it more affordable</li> </ul> </li> <li>● Financial analysis report <ul style="list-style-type: none"> <li>○ Alexander Pecenko prepared a financial analysis report with help from some other volunteers</li> <li>○ Comparison of Co-op prices with Woolworths, Coles, Naked Foods, Supabarn, etc</li> <li>○ Conclusion is that price is not the reason why people aren't shopping at the Co-op, our prices are competitive, it must be some other reason</li> </ul> </li> <li>● Thanks to Jono for many years of dedication and contributions</li> </ul>	
13:55	<b>*break*</b>	<b>2:00</b>
14:00	<p><b>Co-Managers' Report</b></p> <ul style="list-style-type: none"> <li>● Karina, Sophie and Katalin to present Co-Managers' Report <ul style="list-style-type: none"> <li>○ Overview <ul style="list-style-type: none"> <li>▪ Look around and think about how many things are involved in keeping the Co-op running</li> <li>▪ Thanks to the volunteers who have kept the Co-op running this year</li> </ul> </li> <li>○ Started the year with the biggest financial loss in Co-op history <ul style="list-style-type: none"> <li>▪ Brainstormed many ideas to address the loss</li> <li>▪ Set up additional working groups – comms, space revamp, financial</li> <li>▪ Implementing some of those ideas</li> </ul> </li> <li>○ Why did we lose money?</li> </ul> </li> </ul>	

	<ul style="list-style-type: none"> <li> <ul style="list-style-type: none"> <li>▪ More bulk food stores opening with better parking and displays</li> <li>▪ Accessibility due to construction work nearby</li> <li>▪ Transient Canberra population not knowing about us</li> </ul> </li> <li>○ Discussions with Barbara and Sarah from Manly Co-op</li> <li>○ Staff changes <ul style="list-style-type: none"> <li>▪ Co-managers – Anna left, welcome Sophie and Katalin</li> <li>▪ Fresh produce – Joss on maternity leave, Rosie has been performing the role</li> <li>▪ Trialling a separation of the co-manager roles into more specific roles</li> <li>▪ Katalin – stock ordering</li> <li>▪ Sophie – general manager, banking, strategy, day-to-day store keeping</li> <li>▪ Karina – volunteer and employee management</li> <li>▪ Thinking of creating a new events co-ordinator role</li> </ul> </li> <li>○ The shop <ul style="list-style-type: none"> <li>▪ Changes won't show up in 2018-19 financial year, will be visible in 19-20 financial year</li> <li>▪ New POS system, Vend, provides better information</li> <li>▪ Stock tracking and ordering has become more efficient, but some teething issues</li> <li>▪ Introduced a fortnightly manual stock check by Silke</li> <li>▪ Introduction of 3-tiered pricing</li> <li>▪ Space revamp – still working on funding for bulk bins to improve presentation and hygiene, bulk bins are more streamlined and easy to use, grants application process is slow</li> </ul> </li> <li>○ Membership <ul style="list-style-type: none"> <li>▪ On 1 July we roughly halved the cost of membership to make it more accessible and to increase the number of members</li> <li>▪ Membership discount during ANU bush week – this will recur during O week and on a 6-monthly basis</li> <li>▪ Lots more members – before membership pricing changes we had 350 members, now 600</li> </ul> </li> <li>○ Café <ul style="list-style-type: none"> <li>▪ Stripped back the café to the bare bones of what we do best</li> <li>▪ Lunches, chai, baked goods</li> <li>▪ Doing more with less</li> <li>▪ Shorter opening hours</li> </ul> </li> <li>○ Lunch prices increases <ul style="list-style-type: none"> <li>▪ Generally well received</li> </ul> </li> <li>○ New dishwasher sanitising machine</li> </ul>	
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	<ul style="list-style-type: none"> <li> <ul style="list-style-type: none"> <li> <ul style="list-style-type: none"> <li>▪ Cooks now do the washing up which saves us money</li> </ul> </li> <li>○ We continue to hire out our kitchen, Canberra City Farm's kitchen is still out of action</li> <li>○ Grease trap and rangehood issue           <ul style="list-style-type: none"> <li>▪ \$90,000 quote for both</li> <li>▪ We provided this quote to ANU</li> <li>▪ We are on the right track with discussions with Unilodge and ANU</li> </ul> </li> <li>○ Events           <ul style="list-style-type: none"> <li>▪ PARSА meal boxes</li> <li>▪ Catering for Slow Food Canberra, School climate strike, Groove in the Moo</li> <li>▪ Movie nights</li> <li>▪ Acoustic soup continues, not as active as previously, in conjunction with Housing Co-op</li> <li>▪ Several environmental groups use the Co-op as their meeting place</li> </ul> </li> </ul> </li> <li>• Amie – update from the Communications and Marketing Working Group       <ul style="list-style-type: none"> <li>○ Communications is a big gap at the Co-op</li> <li>○ When group first formed after last AGM, there was a question over whether we will do a lot of comms quickly, or focus on strategic comms?</li> <li>○ Have been focussing on strategy, what do we want to communicate and how and to who?</li> <li>○ Amie heading a group with 2 other main volunteers</li> <li>○ How do we get a consistent representation of who the Co-op is through all the different media types e.g. posters/flyers, social media, website, community partnerships, etc?</li> </ul> </li> <li>• Q&amp;A       <ul style="list-style-type: none"> <li>○ Make sure everyone is aware of the grease trap and rangehood issues – when do you think these issues will be resolved?           <ul style="list-style-type: none"> <li>▪ Hope that it will be resolved this year</li> <li>▪ October, temperatures are increasing, we need aircon in the kitchen and that won't be fixed by Unilodge until rangehood and greasetrap issues are resolved</li> <li>▪ On Friday the 18<sup>th</sup> we sent off a 2<sup>nd</sup> email to ANU</li> <li>▪ Hoping to receive correspondence in the next 2 weeks</li> <li>▪ Their first email sounded hopeful that ANU would cover the cost</li> </ul> </li> <li>○ It is surprising that the kitchen was built without a grease trap in the first place, John was on the Board when we moved into this space, he got the impression that ANU didn't want us here and not connecting us to the grease trap is nefarious, is there any chance that the kitchen</li> </ul> </li> </ul>	
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	<p>could get shut down?</p> <ul style="list-style-type: none"> <li>▪ Icon water has given us a date in December this year when they will close the kitchen if we have not remedied the grease trap issue before then</li> <li>○ ANU Bar has moved in next door – has this made an impact? <ul style="list-style-type: none"> <li>▪ This has not made as much of a difference as we'd predicted</li> <li>▪ This is why Thursday dinners started up, hoping to attract attention of people going to the bar</li> <li>▪ Union has been putting up signs for free venue hire, making us think that they're not doing very well in their new location</li> <li>▪ They are not a negative impact, not a competitor</li> </ul> </li> </ul>	
<p><b>14:25</b></p>	<p><b>Election of new Board Director</b></p> <ul style="list-style-type: none"> <li>• Ryan outlined the election process</li> <li>• Ryan moved a motion to nominate Joel as Returning Officer</li> <li>• Amie seconded the motion</li> <li>• Active consent</li> <li>• <b>Motion to appoint Joel as returning officer passed</b></li> <li>• Joel declared all positions vacant</li> <li>• Candidate statements</li> <li>• Sam Hawker – nominating for Chair <ul style="list-style-type: none"> <li>○ Local food advocate and involved in the farming and food scene</li> <li>○ Would like to see more local food in fresh produce section</li> <li>○ Experience working with small business</li> </ul> </li> <li>• Alexander Pecenko – nominating for Treasurer <ul style="list-style-type: none"> <li>○ Has been a Co-op member for 6 years</li> <li>○ Is a shop co-ordinator</li> <li>○ Worked on developing the 2019-2020 budget, part of the financial working group</li> <li>○ Involved in Comms working group</li> <li>○ Observer on the Board since January</li> </ul> </li> <li>• General Director position nominations</li> <li>• Caitlin Buxton <ul style="list-style-type: none"> <li>○ Tenacity for change, vigilant around finances and systems</li> <li>○ Has been on the Board for the last year</li> </ul> </li> <li>• Alexandra Ford <ul style="list-style-type: none"> <li>○ Worked in international and community development</li> <li>○ Works in Volunteer engagement and small business</li> <li>○ Wants to get more families involved in the Co-op</li> </ul> </li> <li>• Rebekah Gupte <ul style="list-style-type: none"> <li>○ Shop co-ordinator for 3 years and director for 2 years</li> <li>○ Has served on school and other community organisation boards</li> </ul> </li> <li>• Arian McVeigh <ul style="list-style-type: none"> <li>○ Has been a director for the last 6 months</li> </ul> </li> </ul>	<p><b>2:35pm</b></p>

	<ul style="list-style-type: none"> <li>○ Taking the Co-op out into the Canberra community</li> <li>○ Wants Co-op to host more events over the next year</li> <li>● Alex Ross <ul style="list-style-type: none"> <li>○ Has been shopping at the Co-op several years</li> <li>○ Member for 3 years and on the Board for 2 years</li> <li>○ Keen to continue working on constitutional amendments</li> <li>○ Interested in sustainability</li> </ul> </li> <li>● Returning officer Joel declared those 7 positions filled</li> <li>● Opened nominations for the position of secretary to the floor</li> <li>● Board had received a last-minute email nomination from Peter Kopp who sends apologies for not being present at the AGM</li> <li>● Any other nominations for secretary?</li> <li>● Questions <ul style="list-style-type: none"> <li>○ What does the role involve?</li> <li>○ Does anyone know Peter Kopp? <ul style="list-style-type: none"> <li>▪ Sam and Frank know him from a permaculture event</li> <li>▪ He shops at the Co-op on Saturdays</li> </ul> </li> </ul> </li> <li>● No further nominations</li> <li>● Joel declared Peter Kopp elected as secretary</li> </ul>	
14:50	<p><b>Other business</b></p> <ul style="list-style-type: none"> <li>● Karina <ul style="list-style-type: none"> <li>○ New Board members please stay after the AGM to work out next meeting and induction session date/time</li> </ul> </li> <li>● Amie <ul style="list-style-type: none"> <li>○ Proposed a special general meeting for constitutional amendments <ul style="list-style-type: none"> <li>▪ No date set because we may need 3-6 weeks' notice for planning an SGM</li> </ul> </li> <li>○ Proposed a strategic direction planning/visioning day <ul style="list-style-type: none"> <li>▪ Proposed dates - 30 November, 7 December (both Saturday afternoons)</li> <li>▪ Asked for expressions of interest</li> <li>▪ 30 November seems to have more interest</li> </ul> </li> <li>○ Spring cleaning bee is being held on 23 November</li> </ul> </li> </ul>	10 mins
	<p><b>Feedback</b></p> <ul style="list-style-type: none"> <li>● Positives <ul style="list-style-type: none"> <li>○ Microphones passed between audience and speakers, audience gets a chance to contribute</li> <li>○ Good pace and timekeeping</li> <li>○ Lots of people came – 33 members here today</li> <li>○ Good turnout and distribution of people who have different Co-op roles</li> <li>○ Free lunch</li> <li>○ AGMs are getting more and more enjoyable</li> <li>○ Efficient</li> <li>○ Enthusiasm and levity</li> <li>○ Transparency</li> </ul> </li> </ul>	

	<ul style="list-style-type: none"> <li>○ Repetition was not a problem</li> <li>○ Great for co-managers to have feedback</li> <li>○ Good to have time for questions after each report</li> <li>○ Good to have a couple of minutes to chat to your neighbour before each Q&amp;A</li> <li>● Negatives/Improvements for next time <ul style="list-style-type: none"> <li>○ Repetition between Board, treasurer's and co-managers' reports</li> <li>○ Include a slideshow celebration of the year</li> <li>○ Brainstorm ideas for raising money</li> <li>○ Have microphones right from the start</li> <li>○ Sit in a circle</li> <li>○ Want to hear more about Alex P's financial analysis report</li> <li>○ Push people to ask more questions</li> <li>○ Where are the cooks?</li> <li>○ Share more successes</li> <li>○ Do yoga in the break</li> </ul> </li> </ul>	
	<b>Circle activity</b>	<b>3:07pm</b>
<b>15.00</b>	<b>Meeting closed</b>	<b>3:09pm</b>