



## Board Meeting Minutes

1. **Call to Order**
  - 1.1. The regular Board meeting of the Breadroot was called to order at 5:34 pm, 01/13/2025 at the Dahl Fine Arts Center by President Tiffany Knight. Secretary Karissa E. was present.
2. **Opening Ceremonies**
  - 2.1. None
3. **Roll Call**
  - 3.1. Members in Attendance: President Tiffany Knight, Vice President Rachel Lindvall, Secretary Karissa Ellis, Treasurer Jamin Hubner, Kristie Hendricksen, Ally Titus, Twyla Stanifer, Sharissa Stevens (GM).
  - 3.2. Members absent: Curt Voight
  - 3.3. Guests present: Erin (Marketing Manager), Libbertie (Admin Assistant)
4. **Quorum**
  - 4.1. A quorum of 3/5 was present.
5. **Minutes**
  - 5.1. The minutes of the 11/16/2024 meeting were approved via email on 11/25/2024.
6. **Report of the General Manager**
  - 6.1. Store updates
  - 6.2. Staff updates
  - 6.3. CX Survey
  - 6.4. New special ordering site coming soon
7. **Report of Officers**
  - 7.1. President Tiffany reported.
  - 7.2. Vice President Rachel did not report
  - 7.3. Secretary Karissa did not report
  - 7.4. Treasurer Jamin Reported as follows:
    - 7.4.1. Cash in main account: \$369,874
    - 7.4.2. Cash in CD at Black Hills Federal Credit Union: \$383,427
    - 7.4.3. Cash in CD at Highmark Credit Union: \$ 466,519
    - 7.4.4. Cash in CD at Aspen Credit Union: \$211,730
8. **Report of the Board**
  - 8.1. No report by the Executive Committee or Board in general
9. **Standing Committees**
  - 9.1. The Executive Committee did not report
  - 9.2. The Finance Committee reported
    - 9.2.1. Sharissa moved to to give Grace Kinder access as bookkeeper to bank account, Libbertie Richmond access to be second signer and withdraw cash. Motion passed unanimously.
    - 9.2.2. Jamin reviewed content of the new Articles of Incorporation with regard to share price.

- 9.3. The Member Engagement Committee reported
  - 9.3.1. Reviewed social media stats
- 9.4. The Board Development Committee reported
  - 9.4.1. Libbertie Richmond appointed as new committee chair
  - 9.4.2. President Tiffany appointed Kristie Hendricksen, Ally Titus, and Twyla Stanifer to Board Development Committee to assist with the nominations and application process.
  - 9.4.3. Secretary Karissa assigned to write election notice, to be completed by Jan 20 and distributed by Jan 23
  - 9.4.4. Election Timeline
    - 9.4.4.1. Applications open by Feb 1
    - 9.4.4.2. Application deadline Feb 28
    - 9.4.4.3. Posted candidates in-store by March 15
    - 9.4.4.4. Voting Begins April 1
    - 9.4.4.5. Results to be announced May 3 at the Annual Meeting
- 9.5. The Strategic Planning and Effectiveness Committee reported
- 10. **Special Committees**
  - 10.1. Expansion Committee chair Sharissa Hermanson reported.
- 11. **Unfinished Business**
  - 11.1. None
- 12. **New Business**
  - 12.1. Jamin moved to approve Libbertie as Chair of Board Development committee. Motion passed unanimously.
  - 12.2. The board moved to go into a closed meeting.
- 13. **Announcements**
  - 13.1. The next board meeting will be held at the Dahl Art center at 5:30pm on 01/13/2025.
  - 13.2. Committee meetings:
    - 13.2.1. Budget & Finance: February 11th at 10:30 AM
    - 13.2.2. Member Engagement Committee: March 5th at 11:00 AM
    - 13.2.3. Strategic Planning Committee: February 20th at 10:30 AM
    - 13.2.4. Expansion Committee: TBD
    - 13.2.5. Board Development Committee: January 26th at 11:00 AM
- 14. **Adjournment**
  - 14.1. The meeting was adjourned at 7:03.