

# **Brownsville Co-op**

## **Minutes**

### **June 24, 2006**

**Present:** Cheryl Haworth, Eric Gerber, Anne Sattler, Shauntelle Scott, Steve Brenner, Don Lyon, Nan Van Sandt, Marilyn Peterson, Amira, Gian Mercurio, Jake Jacobson, John Heiss, Donna DiPietro, Susan Richards

**June 10, 2006 Minutes:** Steve read the minutes. It was noted that the correct date was June 10. They were approved as corrected

#### **Umbrella Entity:**

- 1) Umbrella Entity - The benefits of having one umbrella entity included:
  - need raise money for only a single checking account, Business Name etc..
  - provides flexibility for as many projects as people wish to work on
  - larger base of people interested in similar things

Consensus was that this was best idea.

- 2) **Official Name:** **Brownsville Co-op**  
We voted from a list of suggested names 3 pts for 1<sup>st</sup> choice, 2 pts for 2<sup>nd</sup> choice, 1pt for 3<sup>rd</sup> choice. Brownsville Co-op won.
- 3) Designated Responsible Agents:
  - Facilitator: Cheryl Haworth**
  - Recording Secretary: Anne Stein**
  - Communicator: Steve Brenner**
- 4) **Membership fee:** **\$25.00** per household (non-refundable) as one time investment for general costs.

\*The following people paid their membership fees:

Ed Jake Jacobson  
Anne Stein  
Susan Richards  
Cheryl Haworth  
Gian Mercurio  
[and after the meeting..]  
Steve Brenner  
Don Lyon  
Penny Bridgman  
Kathleen Swayze  
Joni Nelson

- 5) **Checking Account and organizational Details** **Steve Brenner will take care of**
  - Apply for Business Name with State of Oregon and Employee ID Number (EIN) with the IRS
  - Designated Signers: Nan Van Sandt, Anne Stein, Steve Brenner, Carla Gerber (2 needed to sign checks)

- Designated financial record keeper: Cheryl Haworth
  - Financial Adviser: Shauntelle Scott
- 6) **Promotion / Communication**
- Press Releases and Articles:**  
We need people to write articles and follow through with Whitney Ware to see they are published. **Steve Brenner, Gian Mercurio, Marilyn Peterson, Nan Van Sandt and Anne Stein** volunteered.
  - Signs & Banners:** **Cheryl Haworth, Anne Sattler and Steve Brenner will get made.**

## **Committee Reports:**

Buyer's Club: **Operating Committee of Don Lyon ( ), Jake Jacobson, (401-3990) Steve Brenner (466-3060) and Donna DiPietro 466-3045** will work out details. We decided that a **\$25.00 refundable deposit** would be sufficient to become a Buyer's Club member, at least to begin. People for whom this is difficult could either pay over time or work it off.) Community service people could also be utilized, This would cover a buffer against potential bounced checks. We decided to start with produce from the **Organically Grown Co-op** (wholesale) in Eugene. They are open 6 days / week. Donna goes down now with an order once per month. Next trip will be at the end of July. Steve will get data from them about their available products. Ordering can be by Email (with help for the non-computer users). The Committee will meet the week before the pick up day to organize orders, then another volunteer or two (at least one a check signer) will accompany Donna to the outlet. Pick up will that evening at the Co-op parking lot. How often will depend on demand and volunteer capability. **Steve will make up order forms.** Once we have checking account and money, we will need to **buy a scale.**

### Farmer's Market:

**Operating Committee of Anne Stein (466-5081), Marilyn Peterson (466-3157) and Jake Jacobson (401-3990)** will coordinate, though we will need volunteers to set up (call vendors, assign places, coordinate with land owners and Randy), staff the community booth (sales & cashiers), clean up, and promote. We discussed what sorts of vendors to invite. Consensus was the more the merrier. We can always use the Hotel lot if we need more space. Therefore, people can sell local produce, herbal things, art, crafts, jams and other made items. The Market will be **Saturdays, 9 a.m. to noon, starting July 29. There is no water or electricity available.** There will be two categories of vendors. 1) Self-sufficient vendors who set up their own booth, sell their own stuff and handle their own money will get a space for **free.** 2) We will have a **Community Booth** where people with something to sell, can leave their things, but volunteers will staff the booth. These vendors will be charged **15% of their sales.** All vendors are expected to price their items, and have a small sign with their personal or business name (Susan Richards of Magpie will make up some laminated cards people could write on with a grease pencil) something about their business, and, if produce is their product, a description of how they raise their produce (ie. certified

organic, organic, pesticide free, herbicide free, conventional, etc.)

**Physical Needs: Shade Canopies** – Anne Stein and Don Lyon each have one 10' square. **Tables and Chairs - Artists Group** will loan. **A Scale** – we will buy one.

**Liability:** We need to sign Waiver of liability contracts and pay \$1 to each of the landowners to keep them safe. **Anne Stein** will find out what other Farmer's Markets do to protect themselves.

#### Community Garden:

The City Council will sign off on a lease agreement with Eric Gerber next month. The garden plots will be down by the Croquet Court in Pioneer Park. They are about 10' x 30'. They will cost \$15 / year for water. Access will only be through the park gate. Eric will let us use his Troy-bilt Tiller. We may have access to or build a greenhouse. Rick Lehman will provide compost from Pioneer Stable and the City crew will give us all the leaves from the Park to compost as well. Cheryl Haworth will give us recycled decking for raised beds. The rules we have thought of so far are to garden organically, stay off the croquet courts and walk on the paths in the garden area. People could team up with someone else. Call Steve Brenner (466-3060) to sign up.

Building Progress: Rick and Randy have completed the first phase of the deck.

#### **Communication:**

Email list: Steve continues to add people to the list.

Bulletin Board: Gian will ask Max if he still is able to work things out with Randy. We will probably need to get someone to build it.

Community Bulletin Board; Susan Richards said the Chamber of Commerce is sponsoring a Community Bulletin Board which will be on the blank wall outside the Tavern. She and Kathleen Swayze and Natalie Wade will work out the details. However it will probably be a two parter: one part like City Hall's, enclosed in plastic for announcements; another a "cork board" where anyone can put up announcements.', accessible, but more vulnerable to the weather.

#### **Future Co-op Market:**

1<sup>st</sup> Alternative has offered us some furnishings, so we need to find some storage. Carolyn Pearce has offered their garage, Don Lyon has a shed we could use and eventually we can store them in the back of the "Co-op building"

**Next Meeting:** Wed., July 12 at 10 am at Randy's