MOSCOW FOOD CO-OP

General Manager FYI

November 4, 2017
No action needed

1. **Co-op on Campus**
   - → We've learned that projects always take longer than expected.
   - → Construction is estimated to be completed on December 4th. No opening date has been scheduled, although January 4th is the most likely date at this time, with a grand opening event on January 10th or 11th.
2. **Double-Up Bucks/FINI Grant**
   - → We are working in partnership with the Boise Co-op and Eileen Stachowski (Idaho Farmers Market Association) on a grant application that would allow both the Moscow Food Co-op and the Boise Co-op to offer a double-up program for SNAP recipients.
   - → This program began at Idaho Farmers Markets in 2016 as a way to increase access to and affordability of fresh fruits and vegetables for low-income families, support area producers, and to stimulate local economies. It provides participants in the SNAP program with a one-to-one match to purchase healthy, locally grown fruits and vegetables.
   - → This opportunity aligns with several of the Co-op's ENDS including
     - **i.** Promote the local, sustainable, and organic foods economy
     - **ii.** Increase economic and cultural accessibility for all community members
     - **iii.** Educate our owners, customers, and the wider community about food and food systems
     - **iv.** Model environmental sustainability through our activities, facilities, products, and services
3. **Marketing**
   - → We've hired a new Marketing Manager. Here's the text from the email that went to co-op employees.

Concluding a highly competitive hiring process, please help me in welcoming our new Marketing Manager, Alycia Rock. Alycia will oversee our Marketing and Outreach department and will work closely with our Promotions Team.

Alycia recently returned to the Palouse after spending a couple of years in Chicago working in brand management, strategic marketing, public relations, and event planning. Additionally, Alycia brings skills in managing social media, photography, journalism, copy editing, and, most importantly, a love of food!

4. **Shoes for Crews**
   - → In the August 2017 FYI I presented recommendations that were made to us by the Farmers Insurance Loss Control Field Supervisor. Specifically, it was recommended to us that we require slip resistant shoes for all Kitchen, Bakery, and Meat department workers.
   - → We've partnered with **Shoes For Crews**, a company that specializes in just that. Please see the attached information intended for Co-op staff.
5. **Composters**
   - → As you know from the June FYI, we've been receiving lots of complaints about the smell the composters generate.
   - → We are still working with PCEI to locate both composters on their property.
   - → There is no firm timeline for moving the composters, but they move someday.
6. **Patronage Dividends**
   - → Here's the final dividend redemption information:

MOSCOW FOOD CO-OP

Dividend Summary

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		Dollars	$ Percent	Number:	# Percent
Summary	Dividend Pool:	$31,205.20	100.00%	3758	100.00%
	Total Redeemed:	$23,110.87	74.06%	2327	61.92%
	Total Unredeemed:	$8,094.33	25.94%	1431	38.08%
	Dividends Uncounted Due to Error State	$0.00	0.00%	0	0.00%
Redeemed	Total Redeemed as Cash:	$1,048.07	3.36%	82	2.18%
	Total Applied to Transaction:	$20,687.80	66.30%	2126.622	56.59%
	Total Issued as Checks, Redeemed:	$4.06	0.01%	1	0.03%
	Total Redeemed as Donations:	$234.66	0.75%	34.64936	0.92%
	Total Redeemed as Gift Cards:	$1,136.28	3.64%	82.72879	2.20%
Unredeemed	Total Checks Cashed After Last Day:	$0.00	0.00%	0	0.00%
	Total Dividends Accepted After Last Day:	$0.00	0.00%	0	0.00%
	Total Issued as Checks Never Cashed:	$0.00	0.00%	0	0.00%
	Total Issued to Deceased Members:	$0.00	0.00%	0	0.00%
	Total of All Other Unredeemed Dividends:	$8,094.33	25.94%	1431	38.08%
Total Dividends	Total Dividend (Ret. + Dist.), Unredeemed	$40,472.50		1431	

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→ Redemption rates were higher this year than in previous years.

7. Holiday Closures

→ Thanksgiving Day, closed

→ Christmas Eve, closing early at 6pm

→ Christmas Day, closed

→ New Year's Eve, closing early at 6pm

→ New Year's Day, closed

→ January 2nd, INVENTORY, closed