

CMF Board of Governors  
Meeting Agenda  
June 8, 2022

Board Members: Others attending:

x	Ben Joselyn	x	Emily McKown , CMF ED
x	Becca Obuchowski	x	Lo, RHVR Staff
x	Hannah Sheets	x	Rohn, CMF Facilities Manager
x	Lisa Haynes		Sam, Operations Manager
x	Carol Inskeep		

1. Call to Order
2. Approval of Minutes
  - May– APPROVAL NEEDED
  - Motion passed**
3. Staff Reports: (15 minutes)
  - Executive Director Report
    - **Working well as a fully staffed team**
    - **Figuring out a financial routine**
    - **Emily’s job is becoming more supervisory**
    - **Tolstoy room is cleaned out!**
  - Facilities Report
    - **Time dedicated to mowing, weeding and tree trimming**
    - **New sold on north side and gardening set up**
    - **Michael fixed some electrical issues**
    - **Old commercial fridge is out of the basement!**
  - Program Reports (Red Herring)
    - **Open mic night, catering, and bucket brigade all going well**
    - **Writing draft of job description for a kitchen manager, as well as other positions.**
4. New Business: (45 minutes)
  - Red Herring Consultancy/Reopen Plan

- **Have been working on projections for next season: standardizing recipes, pricing and labor needs**
  - **Considering purchase of salad bar unit: consultant recommendations are over budget, maybe purchase an ice-packed model?**
    - o Acquiring Bookkeeper/establishing protocol
      - **Meeting with Kelly's Accounting in early July**
    - o New Board Members
5. Committee Reports As Needed
  6. CMF Operations Issues As Needed
    - **Carol, Emily & Sam have been shoring up Bucket Brigade**
    - **Looking at creating a system for determining participant level of need and levels of response**
    - **Currently bucket brigade has more need, than capacity --- and want to be sure we're actually meeting people's needs in a sustainable way**
    - **Setting boundaries with Township regarding who is getting Bucket Brigade services**
  7. Next meeting of Board - **July 13<sup>th</sup> at 5:30pm**
  8. Adjourned at 6:30pm