

7/17/13 Board Meeting Minutes

Introductions:

- Matt Talley → Newark Natural Foods
 - o Donation to NBP of \$2,485.60 to help support our goals of community, education, and empowerment
- Niki Chester → Newark Arts Alliance
 - o Information on the NAA
 - o Community art gallery in August → invitation to bring something to put on the walls, doesn't have to be art
- Dan Reyes + Eliza Hetterly → Down to Earth Food Cooperative
 - o Introduction on DTE
 - 50 members, group dinners, work exchange with local farms
 - Search for space, planning to incorporate into 501(c)3 soon, formalizing bylaws

Ideas to support each other

- cross-promotion through the organizations
- e-blasts for big events across all organizations
- "Free Copenhagen" type fb page for Newark → collective space to publicize the grassroots
- DTE + NBP can mobilize people quickly, NAA and NNF have strong staying power
 - o NNF would like to engage with the student population better
 - o NNF exploring options to move into Newark Shopping Center
 - o Certified kitchen? Collaboration with DTE → café space?
 - o Building relationships with local farmers through DTE?
 - o Connect with bikers through the bike path → pedestrian path in works for farmer's market
- NAA
 - o support artists and bring art to community
 - o gallery space
 - o classes for children/adults
 - o want to reach more students/younger population
 - o open mic schedules once a month
 - o summer camp → possible place to collaborate with NBP?
- Community meeting on a grander scale?
- Newark Business Council, Downtown Newark Partnership
 - o We should band together to create a nonprofit voice in city council
 - o Organization like DEUFFC? Quarterly meetings?
 - o Identify other organizations in Newark that might be interested in participating
- Each organization could take turns hosting a quarterly large community event

Building Search Updates

- 201 E Delaware is for sale, multiple bids → NBP might still pursue rental from whoever buys the property
- NBP needs to be out of current shop by August 31st
- DTE would like to look for:
 - Would like a room that could hold 500-100 people, with a kitchen (industrial preferable) and a large refrigerator
 - Budget: \$500/mo
 - Subletting
- Delaware Book Exchange → only available till May 2014
 - Talk to Lang about taking/buying the food equipment from existing location, move it to DBE, and charge DTE to sublet or utilities
 - Electric bill \$2600/mo for that space (as a full retail space) → ~\$6/hr that the shop is open
- Need to decide whether NBP wants to go ahead together with DTE or wants to just offer supportive assistance in a separate search
 - Options (current space 2500 sq/ft, \$1000/mo): refer to spreadsheet →
 1. 58 E Main (former Delaware Book Exchange) –
 - a. Large, visible location
 - b. Huge sq footage (9000 finished, 2000 unfinished)
 - c. Rent matches what we pay, up to code (but we need to contact the city to approve usage)
 - d. Only available till May 31st (building is being demolished)
 - e. Utilities are high (~\$12/hr), very little parking options
 2. Newark Shopping Center
 - a. \$7.79/sq ft for 2400 sq ft (\$1600/mo + utilities), with high ceilings, going til April 1st (after renovations)
 - b. After April 1st (second quarter), then \$3500/mo
 - c. No obligation to continue past April 1st
 - d. Need to provide financial statements
 - e. Big parking lot, but higher rent
 3. Pomeroy Station (former Newark post offices location)
 - a. Parallel to the bike trail
 - b. 2200 sq/ft divided into several rooms with narrow hallway, can't knock down walls unless NBP signs for 3 years
 - c. \$19/sq ft (\$3000/mo) but open to negotiation
 4. 280 E Main, Suite 110
 - a. 1000 sq ft w/ high ceilings and some unattached basement space for ~\$900/mo + utilities
 - b. Indefinite lease possible
- Revisiting a part-time employee
- Provisional decision to move into DBE after a second visit unless anything markedly awful about the location comes to light

Jake's thesis project

- Writing the process of the move for his thesis

- Clarification on whether the report will be useful for this move
- Tabled till Jake is able to talk to his professor

Insurance updates

- Directors and officers insurance added
- Ride coverage added (up to 12 per year) with an average of 50 riders
- LAB covers repair related suits, doesn't cover building or tools (but that is covered by a separate insurance)

Financial report

- Bank statement: \$16,971
- Note about patterns → summer is not a slow month! So NBP does well 3 seasons (9 months) out of the year
- Averaging about \$3k/mo for the "fast" months
- Financial audit → 2 responses so far
 - Can offer whoever does it a bike in value up to \$120 in exchange for services
 - Deadline of July 31st to find a person to audit, August 31st for the audit to be complete
- After the move, board will revisit the question of having a second open shop night

Calender/FB/Website coordination

- Rory will take on calender and facebook updating responsibilities
- NBP will ask Justin if he will continue on as website administrator, otherwise Sindhu will take it on

Accepting regular donations

- PayPal giving fun → NBP already has it
- Selling parts on eBay → Steve will begin doing this
- Get PayPal button onto the website and in e-mails → Sindhu

Outreach

- \$500 towards lights that we can give away
- \$250 promotional materials