

Minutes
New Deal Café Board of Directors
Regular Meeting
March 26, 2012

Present

Board: Michael Hartman, Bill Wilkerson, Ed James, Ray Stevens

General Manager: Terri Rutledge

Audit Committee: Dorian Winterfeld

The meeting was called to order at 5:35 pm.

1. Minutes - The board approved the regular and executive session minutes of February 27, 2012.
2. Members & Visitors - Dorian asked that financial reports be given to the audit committee.
3. General Manager's Report - The board president expressed appreciation to the general manager for her work. The general manager gave an oral report with the following highlights:
 - a. The conversion of 2011 financial data into the Quickbooks book keeping format was completed, and the input of 2012 monthly financial data is up to date;
 - b. The café requested a extension to file its 2011 tax return. It is anticipated that modifications to the formatting of the books and the filing of the tax return will be completed by April 15;
 - c. The coop is participating in the City's 75th Anniversary events.
4. Financial Report - The board accepted the financial report for March 2012 from Terri Rutledge. The board agreed to move to a quarterly financial report in the future.
5. Annual Meeting - The board set May 20, 2012, at 2:00pm as the date and time of the annual membership meeting.
6. Donation for Greenbelt Cooperatives Alliance - The board concurred with Ed James' request for a donation to the Alliance and will donate \$75.
7. Board Policies - The board approved a document entitled 'Notes from Retreat' dated 3/18/12 which outlines board policies including the Roles and Responsibilities of the Board of Directors, a Code of Ethics for Individual Board Members, the Roles of Board Officers, and Possible Aspects of the Strategic Plan.

MOTION: The board adopt the document entitled 'Notes from Retreat' and dated 3/18/12 as an outline of board procedures and policies.

MOVED: Ray Stevens SECOND: Bill Wilkerson PASSES: 4-0

8. Proposal for New Piano - The board discussed the proposal to buy a new piano. Dorian reported that John Guernsey suggested that a refurbishing of the existing piano is more realistic. Dorian will move forward on this project.
9. Green Man Festival - The board discussed coordination with CHEERS on the festival.

The meeting adjourned at 7:07pm.

Respectfully submitted,
Bill Wilkerson, Secretary

The board approved these minutes on April 23, 2012.