

New Deal Café Board of Directors Meeting  
Monday, August 28, 2017 – 6:30pm  
Café back room

Attendees:

Board: Michael Hartman (President), Nancy Melandry (Secretary), Frank Gervasi, Terri Goodnow, Tom LeaMond

Treasurer: Bill Jones

Audit Committee: Tom Jones, Dorian Winterfeld, Mike Stark

Staff: Amethyst Dwyer (Bar Manager, Music Coordinator), Heather Brooks (Operations Manager)

Visitors: Mary Edwards, Lori Martin, Barbara Bjanas, Dorrie Ipolito, Rev. Ray, Lore Rosenthal, Susan Harris, Joe Harris, Alicia Deligianis, Mike Rall, Michael Smallwood, Alan Zambreny, Sandy Irving, Peter May, Osha Norwood.

→ Call to order: 6:40 pm

Approval and prioritization of proposed agenda, as amended (add items 3 and 4 under Old Business)

*M. Hartman / T. LeaMond – 2<sup>nd</sup> / T. Goodnow – yea / N. Melandry – yea (F. Gervasi – late arrival)*

Approval of minutes:

*T. LeaMond / T. Goodnow – 2<sup>nd</sup> / M. Hartman – yea / N. Melandry – yea (F. Gervasi – late arrival)*

Reports:

President

Treasurer

Operations Manager (attached)

Bar Manager

Music Coordinator

Old Business:

1. Employee Handbook approval/adoption: Table until future board meeting.
2. Entertainment Permit: D. Winterfeld/N. Melandry will handle. Permit application will be submitted 9/15/17 deadline (waivers no longer available).
3. Stoves (donated/in storage and in kitchen): Fire suppression technicians not contacted to review required space allowance between fire suppression system and top of salamander portion of stove. Selling stove an option. H. Brooks will contact Dan (appliance re-seller) on 8/30 for: (1) appraisal of stove in storage, and (2) estimate on repairs for stove in kitchen.
4. Update on front room counter: F. Gervasi will work with H. Brooks to get counter installed this week.

New Business:

1. Additional services from Harding Group (accountants): We need more timely number regarding cash flow. Stay with Harding Group and pay for upgrades to our service package.
2. Adoption of Todd Kliman's recommendations: Discussion regarding need for markers for improvement and benchmarks; suggestions for dual track approach to improve Café's financials (contractor or kitchen manager). Further discussion required.
3. Farmers Market: To be determined which 3 dates Café will choose to set up booth at FM.
4. Festivals in Roosevelt Center (Labor Day, Blues - 9/16, Jazz - 10/14): Food vouchers for Blues Festival performers approved. Blues Festival t-shirt purchase approved.
5. Coop Month (October): Café will participate. A. Dwyer will provide items for display.
6. Campaign Events at Cafe (City, County, State): Further discussion needed as to whether Café will allow campaign events.

Adjourned: 9:20 pm

Upcoming Meetings:

September 25

OPS MANAGER REPORT  
BOARD MEETING  
AUGUST 23, 2017  
HEATHER BROOKS

- The Coke cooler has arrived. The products for it will arrive on Thursday.
- Spoke with Dan from Take Two, repair person will be out on Wednesday to look at the oven. We have a credit from them picking up the old ice machine, so that will go towards the repairs.

The sink, ice machine, and refrigerator up front have been very helpful in workflow.

Organization continues to be better and better managed.

- WE NEED THE OUTSIDE WALLS AT THE BASE OF THE BUILDING TO BE CAULKED
- IF THE WINDOW BY THE BAR TABLE HAS NOT BEEN FIXED, IT NEEDS TO BE FIXED
- WE NEED THE INSIDE WALLS TO BE CAULKED
- WE NEED THE COFFEE COUNTER TO BE FINISHED
- ①-WE NEED THE COFFEE MACHINE WE BOUGHT FROM VIGILANTE TO BE INSTALLED →  
AND PROGRAMMED FOR THE VARIOUS ROASTS.