

**CENTER STREET THRIFT STORE BOARD MEETING September 6th, 2017 – 4:00 PM**

**HANNA, ALBERTA – CHURCH LOUNGE**

In attendance: Jean Curry, Laura Creasy, Leila Currie, Gloria McAfee, Laurie Gall, Linda Quaschnick, Barb Burgemeister, Sherry Kinsmen, Gloria Hutton

Regrets: Charlotte Preston

Meeting called to order at 4:07 PM

Prayer by Leila

Approval of agenda as circulated

Approval of minutes from previous board meeting (July 19th, 2017) as circulated

Correspondence

1. ECR – Email received August 17<sup>th</sup> – wondering if we want to sponsor Terry Fox Run – Laura emailed out to board members as deadline to respond was Sept 1, consensus was no. Email received - would we like to advertise in Hanna Rodeo issue – need to respond by Sept 14<sup>th</sup>. We did last year. The cost would be \$108 for 3x3 black and white ad.

**MOTION:** Motion made by Gloria Hutton to advertise the ECR Rodeo Edition for \$108. Linda Quaschnick seconded. All in favour.

2. Laura was talking to Gerri Kittler. The Farmers Market is now taking used furniture which is great. Laura told her if we get people inquiring we would send them their way. We can tell them they can drop off Tuesday afternoons or evenings at the Round Up Center - Gerri says she is usually around at that time getting ready for the Wednesday market. Or they could phone her at 403-854-2254. This will only be in place until the end of September though and will start up again next year when the market opens.
3. Laura had a visit from the Community Action Against Abuse. This group has put together some information that they want businesses around Hanna to be aware of. Laura went over the information – it will be available in the at the thrift store office if anyone is interested in looking at it and will put up poster on bulletin board
4. Registration fair – got a letter asking if we wanted to put in a table for the fall registration fair. Decided not to put in a table.

Business arising from the minutes:

1. Annual Plan – We had a back to school sale in August – clothes sold well but not much off back to school / supply rack. We are having a flash sale – Sept 6&8 – storewide half price – to make room for winter and pull for rummage. We will have weekly specials for rodeo – see what we have in stock. We are getting ready for rummage sale – pick up Wednesday or Thursday morning of rummage week.
2. Lamppost – Laura and Barb picked out a lamppost and it is ordered and here - \$523. Laura got the anchors \$81. Laura would like to order a plaque from Steve Beaudoin – the park uses these - \$70. We can go ahead and install now.
3. Outdoor Sign – Richard came down to the store last week and we discussed outdoor sign. He quoted us \$720 plus GST. We were quoted \$20 per 18” by 48” sign from frosted impressions. We will order frame for sign from Richard then order signage after.

**MOTION:** Motion made by Gloria McAfee to order sign from Richard Crowle for \$720 plus GST. Sherry Kinsmen seconded. All in favour.

4. Lodge Visit / BBQ – Both went very well – see managers report.

New Business:

1. Financial and sales reporting / Managers Monthly Report – see attached
2. Pricing Review – Laura would like to do pricing review / expanded list – she will make it a priority this month. Not looking at increasing prices but expanding listing and more consistency. Discussed how to handle special items (ie. Butter churn). It does not sell well in store – even though they are priced at ¼ of regular price it is still high for thrift store customers. Laura will talk to Laurie Armstrong to see if we can come up with a way to sell online (facebook, kijiji, buy and sell). Discussed if a volunteer sees someone down and out that we can give deals. Board feels the prices we have are quite low and we have a no bartering policy. There are special situations where we do give to people who are in need – the school, nursing homes, family resources etc. – if a volunteer sees someone they think needs help, let Laura know and she can look into helping that person. The majority of pricing is great – mistakes do get made once in a while of over or underpricing – if someone sees something they think is priced too high/low, let Laura know.
3. 5 Year Anniversary Planning – it will be 5 years in November that we have been open! Some ideas were discussed: cake (Joelene Scott/Aislynn Lund) and coffee for customers one day, weekly anniversary sale, door prize draw (gift certificates), combine volunteer celebration with Christmas party. Will discuss more at next meeting.

4. Donations – BBQ raised \$279.05 for the school lunch program. Laura went over donations from last year. Discussion of where to donate this year. We will make below donations at this time and discuss other groups next meeting.

**MOTION:** Gloria Hutton made a motion to donate \$1000 to the Community Youth Fund, \$1000 to the JC Charyk Concession Buck Program, \$1000 to the Primary School Hot Lunch Program. Gloria McAfee seconded. All in favour.

5. Fall Visit Church Newsletter- the finance committee would like to include thrift statistics and information in their fall visit newsletter. Let all the church members know what an amazing place the thrift store is and how they have helped our church.

Next Meeting set for Oct.4<sup>th</sup> at 4:00 PM

Meeting adjourned at 4:52 PM.

## Manager's Report - Mid July – August 2017

Finance/Sales – Sales continue to be very good - \$5625.20 sales, 508 customers and 242.25 volunteer hours in July and \$5871.45 sales, 520 customers and 262.75 volunteer hours in August. We have \$11030.74 in our operating account, \$20,000 in our GIC and \$2491.94 in our savings. Amazing numbers once again!

Donations/Inventory– we have had a steady stream of donations which we have been able to keep on top of. We have been saving for the rummage sale - over half of our shed is full. We have about 250 bags in storage for DA – need 100 more before pick up. We have moved on the summer inventory and are bringing up fall and winter.

Volunteers – the volunteers are all doing an amazing job – we are so blessed to have them! We had a new volunteer, Carol Wiens, who would like to help some Saturdays which will be a great help. Thank you to Gloria McAfee for making and entering a scarecrow at the Fall Fair – she always does such an amazing job 😊

Waste Control – Amanda Creasy did the waste control over the summer. Walker Hutton is now back with us now the September is here and he is back in school. Thank you to Amanda for covering the summer months and welcome back to Walker!

Pricing – I feel that we should have a review on our pricing and update / expand our pricing lists. This will help all the volunteers when they have questions about pricing. There were some concerns brought up about the pricing of our unique items (ie. Butter churn). Maybe we can find a better way to sell these kind of items – not in the store but maybe online? Silent auctions? We can't have all items listed of what they should be priced – we never know what we are going to get in – so there will be some over / under pricing once in a while. If in doubt, google the price of the item if possible and use our pricing policy – ¼ for used items and 1/3 for new items. If you see a price that you think is over or

under priced, just let me know. I appreciate all the volunteers feedback on this. I think we do a great job on pricing the majority of our items. It is hard to draw the line sometimes between selling something below what we should so we are just giving it away and selling something at too high a price - we want to be an affordable option for everyone. I can make it a priority this next month to work on our pricing listings.

Community Outreach - The lodge visit was a great success – we had ten visitors from the lodge. We did the store ½ price. They shopped for about an hour - \$77 in sales – then we sat and visited and had snacks. They really enjoyed it – maybe we can have a senior’s day once in a while? Thank you to those who showed up to help. Our Customer Appreciation BBQ also went great – served around 100 customers and raised \$279.50 for the school lunch programs. Thank you to Barb and Redd for helping with the BBQ (and the delicious cookies, Barb). Also, Leila’s daughter for making balloon animals for the kids. And for all the volunteers that day keeping the store running smoothly while I was busy outside – We make a great team! We also donated items to various groups – purses and scarves to Baskets of Hope, tribal décor to the school library, 5 boxes of clothes to the Mustard Seed, butter churn and sifter to museum. We also sponsored two kids to go to Bar Harbour Camp.

Management /Administration - The trial period is almost over – the board will be revisiting the manager position in October to see if it is working or not. I feel it is going well but I have been working quite a bit at the church office lately (5 weeks of coverage – August 15<sup>th</sup> to September 15<sup>th</sup>) and have had a few days at the bank. I also took a couple of Fridays for holidays off. I also work 111 Sept 8<sup>th</sup> and 12<sup>th</sup> at the bank. I have no plans for holidays in September. If the board decides to continue the position, I would like honest feedback on what I can be doing better. I know I can improve in a lot of areas. The volunteers have been so supportive – helping me when I have questions - it is a great place to work 😊