



Community Carrot Board Meeting Minutes

Date: 15th May 2023 hybrid zoom/in-person meeting

Board members present: Naomi Barnes (NB); Julia Dorin (JD); Nathan Pike (NP); Erica Wimbush (EW);

Managers and Development Officer present: Hannah Ewan (HE);

Apologies: Jo Gibson (JG); Helen Muir (HM); Tim Greene (TG);

		Action
1	Approval of AGM report and website minutes	
2	Financial Update –	
	Review P&L figures for April 2023 – The shop made a loss.	
	Discussion of margins, use of EposNow, connecting Xero to EposNow for effective data for P&L sheets. Get back to managers with questions.	NP / NB
	NP's weekly forecasting: £8,000/wk is breaking even	
	Increase in EposNow monthly costs. Query with JM	JD
3	Manager Update	
	Discussion on format for manager update now there's 3 managers. Create template.	NB
	Shop front: painting will take place 20&21 st May and following weekend. Awaiting quotes for signage and window stickers	Managers
	Sales and Marketing: revisit actions and put out reminders	NB
	Civic week events and Crunchy promotion /with cargo bike. Put out call to staff.	NB
	First Data Merchant Solutions PCI DSS compliance - ongoing	
	Hardware: 1 set of shopify scales and 1 Sharp till still to sell.	NP
4	Development Officer's Update	Dev Officer
	Funding application to DELAP for hire of Bleachingfield and paid help for cook club is going in.	
	Summer activity for kids: Pie in the Pizza Oven	
	There's a new National Lottery funding officer	
	Thursday pick up for food waste from Phantassie st	
5	Board Actions (Board only present)	
	Community Farm update next meeting's agenda.	NB
	Renew zoom subscription in June	NB
6	AOB	
7	Date of next meeting	
	Monday 12 th June 2023, 7.30pm	

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