



# Community Carrot Board Meeting Minutes

Date: 12<sup>th</sup> June 2023 hybrid zoom/in-person meeting

Board members present: Naomi Barnes (NB); Julia Dorin (JD); Tim Greene (TG);

Managers and Development Officer present: Helen Muir (HM); Jade Muir (JM); Hannah Ewan (HE);

Apologies: Jo Gibson (JG); Nathan Pike (NP); Erica Wimbush (EW);

		Action
1	Approval of AGM report and website minutes	
2	<b>Financial Update –</b>	
	Review P&L figures for May 2023 – The shop made a loss due to a big increase in the cost of sales and more work to update stock prices on EposNow.	
	Clover machine vs Dojo machine – look into which is better value	JM
	JM has contacted EposNow and had the extra charges on the account reversed with a repayment for unnecessary costs incurred.	
	Discussion on arrangements & records for going to market and payments.	managers
	EposNow and Xero fees to connect – ongoing	JD
	Haines and Watt – contact PG for draft accounts	JD
	P&L sales breakdown categories ongoing	JM
	Local unpaid bill – write formally and offer a monthly payment plan	JD
3	<b>Manager Update</b>	
	Ask EW contact if he can source a secondhand chiller.	EW / JD
	Kieran from the Mart has offered help with EposNow	
	Shop front is done. Lots of positive feedback	
	Sales and Marketing: lighting – reconsider next autumn. Meantime put out a call for local expertise.	Dev Officer
	Staffing update.	manager
	Sales and Marketing: circulate outstanding actions	NB
	Hardware: 1 set of shopify scales and 1 Sharp till still to sell.	NP
4	<b>Development Officer's Update</b>	Dev Officer
	End of year report is going in soon.	
	Bleachingfield is booked up to December for Sunny's Kitchen	
	Crunchy staff are picking up Phantassie surplus for Sunny's soups on Thursdays. Working well.	
	Newsletter items for Hannah	Board
	Look out for grants for a fridge	Dev Off / board
	Discussion on Social Media posts	
5	<b>Board Actions (Board only present)</b>	
	Community Farm update next meeting's agenda.	NB
6	AOB	
7	<b>Date of next meeting</b>	
	Monday 10 <sup>th</sup> July 2023, 7.30pm	

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