POS Implementation Committee Meeting

Thurs, Sept 28, 2023

Attendees: Tina, Lance, Jean, Kathy, Valarie, Amanda

Items to Review/Discuss:

- Status of go live/items encountered today (9/28)

    - Sabina & Joy tested printing – had issues – but they are resolvable and Amanda will be printing documentation

    - Sales were successful (minus no tax on Amanda's beads – we're asking Mike)

- Review Square Report from today (9/28)

    - Patty automatically gets the daily Square reports

- Square Time Plus vs. Square for Retail Plus option

    - This team is on board with the Square for Retail Plus option but we are missing Frank and Joy tonight and would like their input when they return/are available

- Discount options

    - Tina to send Mike's notes about using an "other payment" option or "gift card" option as a possible solution for discounts

- Daily (AM) "batching"

    - We discussed this process and some questions (below) came out as a result

To Do:

- Tina sent request to Mike for help with Amanda's items not being taxed

- Tina sent request to Mike for help with Deb's portal password error

- Tina sent request to Mike for help with non-categorized Ukraine item sold – RESPONSE REC'D 9/28 & WE ADDED CATEGORIES IN ROSE & SQUARE THIS EVENING – WE'LL SEE HOW THINGS LOOK ON 9/29

- Tina sent request to Mike for help with mismatches between net sales in Rose vs. Square when batching & reports that can be sent to show net sales from Rose to Patty to compare to Square

- Let membership know that "e" gift cards are electronic (there is no physical gift card)

- Formulate plan for ongoing visiting artist entry into Rose

- Formulate a plan for deleting contracts after show is complete

- Notify members selling on the web that their web sales may not be reflected in Rose – Amanda will check with Patty to ensure we have a process that works best for Patty

- Address discounts for future use (AOM?, member to member sales?, multi-item discounts)

- Keep asking Mike about discount functionality in Rose (option to take discount from CW vs. artist)

- Amanda can do further testing after we go live with current TSC/Zebra printer and Dymo drivers to see if we can make use of the current printer – Lance testing printing from Square as a test, as well

- Should we consider another used Dymo printer to set up for Jewelry tags only?

- Jean to reach out to Frank re: "Exception Processing" document to see if we can add some notes about how to search for an item if it won't scan with the bar code scanner