

Onion River Co-op/City Market

Board of Directors Meeting
Remote Teams Conference*
September 28, 2020

Board Attendance:

Faye Mack, Board Member, President
Eric Boehm, Board Member, Vice President
Joanna Grossman, Board Member
Jody Landon, Board Members
Jim Rudolph, Treasurer
Kristina Sweet, Board Member
Leah Soderquist, Board Member
Allison Searson, Secretary
Caroline Keller, Board Member

Absent:

None.

Also in attendance:

Michael Healy, Board Facilitator
John Tashiro, General Manager
Madelyn Cataford, Director of Finance & IT
Mae Quilty, Assistant Director of Community Engagement
Claire Ross, Assistant Director of Operations- Purchasing
Caroline Aubry, Membership Manager
Kiersten Hallquist, Member & Board Minutes-Taker
Rubin Jennings, Member
Serrill Flash, Member

A quorum was established, and the meeting started at 6:05 pm.

Preliminaries

Review Agenda

The agenda was accepted as written.

Review Minutes

The August 24th minutes were accepted as written with no changes.

Review Action Items

The Board reviewed the Action Items list, and all items were removed.

Open Member Time

Serrill shared his and another member's thoughts on the lack of product in the downtown store and concerns raised to him regarding low staff numbers with the downtown's grocery department.

Final Check-In on Member Meeting

John and Mae presented the Member Meeting update to the Board of Directors. Over 500 members had registered by the end of the day, today. Tabling began in both stores, today, to hand out goodie bags to members; they also had an iPad set up to register members for the meeting.

Mae also provided an update on the technology and support plan for the meeting. Planning was dedicated to ensuring accessibility.

John gave a big shout out to Mae, Madeline and their respective CE and IT teams for their work to make the meeting engaging and successful.

Board Members asked clarifying questions.

Check in on Appointment Process

Faye reviewed progress on the Appointment Process for a new Board Member, and Faye checked in with the Board regarding the project timeline. Faye requested discussions regarding specific nominations and targeted recruitment to specific organizations to occur during Executive Session.

The Board reviewed the task list and revisited the sign-up. Faye extended the deadline to finalize talking points and sign-up by one full week (Monday, October 05). Faye will send a reminder this Friday. Board Members are invited to sign-up for organization outreach and to add organizations, however, not everyone needs to sign-up for outreach.

Board Members shared personal observations and asked clarifying questions about the process.

GM Reporting

Monthly GM Update

John presented the GM Monthly Update report to the Board.

During John's presentation of the report, John highlighted the time and dedication that went into the budgets and business planning prepared for the September Board Meeting with the many challenges in the face of so many unknowns. John also highlighted the incredible work the Board Members are doing as part of the Board Nominations Exploratory Committee (BNEC).

Mae provided an update on the Membership Drive underway. The drive was rescheduled from May to October, after the May block party was canceled. October is co-op month. Mae shared the Member Drive poster with the Board. The Cooperative is partnering with other cooperatives to support further engagement, with various gifts and prizes to incentivize equity renewals and

new memberships. Paid in full members secure a special goodie bag, and City Market is reaching out directly to Paid in Full Members to inform them of their additional benefits.

Mae also provided the Board with an overview of planning marketing and outreach for the Member Drive/Co-op Month initiative, focused on educating the community more about the value of membership.

The Board shared personal observations and asked clarifying questions.

B2: Budgeting and Financial Planning

The Board shared personal observations and asked clarifying questions.

John shared that the Board will receive a budget re-forecast by the end of the current financial year, in order to provide a meaningful report.

The Board reached consensus that the interpretation and the data were sufficient and demonstrated compliance with the policy, except where noted.

- Half-time Stretch -

Open Board Time

Leah shared on an article about the fragility of the food system and how a community invested in the food system as member-owners. The article was a lovely reflection on how folks are turning to cooperatives during these difficult times.

Joanna reflected on the rising sense of civil unrest with the approaching election and how this might impact individuals' shopping again.

Caroline shared an idea someone had about City Market hosting a professional nutritionist as an additional service.

Faye shared her appreciation for the planning and practice that has already gone into this year's unique Member Meeting.

John shared his appreciation for the Board's commitment and passion they continue to give to the Co-op.

Future Planning

Open Member Response

Faye heard Serrill's request for information about staffing and stocking. Faye will work with John to provide Serrill with a formal response.

Review Board Calendar

November 14 is still being held for a Board retreat; the Board should keep this hold on their calendars.

Faye signed up to review the Board Code of Conduct in October. Eric signed up to review the D3. The Board will review November calendar and responsibilities at the October meeting.

Wrap Up/Meeting Evaluation

The Board did not have wrap up commentary.

Executive Session

The Board moved into Executive Session at 7:36 PM to discuss expansion and contracts. The Board came out of Executive Session at 9:24 PM.

Adjourn

The Board adjourned at 9:24 PM.

Action Items

September 2020

Faye will work with John to provide Serrill with a formal response regarding staffing and stocking.

The Board will revisit the Appointment Process timeline and sign-up/engage in the shared spreadsheet within the next week (by Monday, October 05).

Faye will remind the Board to review Appointment Process timeline and sign-up/engage on Friday, October 02.