

## **Onion River Co-op/City Market**

Board of Directors Meeting  
South End Community Room  
September 23, 2024

### **Board Attendance:**

Kristina Sweet (she/her), Board Member, President  
Jody Landon (she/her), Board Member, Treasurer  
Mitch Manacek (he/him), Board Member  
Brian Tobin (he/him), Board Member  
Shannon Kilpatrick (she/her), Board Member  
Sam Werbel (he/him), Board Member, Vice President

### **Absent:**

Jen Savas (she/her), Board Member  
Myle Barr (she/her), Board Member, Secretary

### **Also in attendance:**

Michael Healy (he/him), Member, Board Meeting Facilitator  
Emily O'Hara (any + all pronouns), Member, Board Meeting Minutes-Taker  
John Tashiro (he/him), General Manager  
Lauren Jones (she/her), Membership Manager  
Carrie Logan (she/her), Assistant Outreach and Education Manager  
Serrill Flash (he/him), Member  
Mariella Torres (she/her), Board candidate

### **Preliminaries**

A quorum was established, and the meeting started at 6:09 PM.

### Review Agenda

Agenda was reviewed and approved as written with 6 supporting votes, 0 abstentions, and 0 dissenting votes.

### Review Minutes

The Board reviewed the meeting minutes from August 26, 2024 meeting, and the meeting minutes were accepted with no changes/updates, with 6 supporting votes, 0 abstentions, and 0 dissenting votes.

### Review Action Items

The Board reviewed the Action Item list and 1 item was removed.

### **Open Member Time**

Serrill and Mariella shared introductions with the Board.

## **Co-op Seedling Grant Recommendations**

Carrie presented on this year's (four) applications, a proposed advertising campaign adjustment for next year, and recommendations on how to move forward with the process.

## **GM Reporting**

### Monthly GM Update

John presented the GM Update to the Board, highlighting updates regarding contract negotiations, revenue performance; in particular, underperformance in August (which is similar to last year's pattern with September projected to be better), and safety and security.

The Board shared personal observations and asked clarifying questions.

### B1: Staff Treatment, Compensation & Benefits

John presented the B1: Staff Treatment, Compensation & Benefits to the Board, highlighting omission of the new Union contract due to the extended negotiations and it falling outside the reporting period, and paperwork backlog resulting in "better" safety and security numbers.

The Board shared personal observations and asked clarifying questions.

The Board found the definitions and interpretations reasonable, there was enough data to determine compliance, and the data demonstrated compliance with the policy. The Board approved the report as demonstrating compliance with the policy, with 6 supporting votes, 0 abstentions, and 0 dissenting votes.

### B11: Subsidiary Business

John presented the B11: Subsidiary Business to the Board, highlighting updates from this year.

The Board shared personal observations and asked clarifying questions.

The Board found the definitions and interpretations reasonable, there was enough data to determine compliance, and the data demonstrated compliance with the policy. The Board approved the report as demonstrating compliance with the policy, with 6 supporting votes, 0 abstentions, and 0 dissenting votes.

## **Board Perpetuation Committee Update**

Committee did not meet this month. Mitch noted Summervale tabling has been limited due to concerns with Eastern Equine Encephalitis (EEE).

## **Update on FY24 audit process**

Kristina and Jody shared an update on the FY24 audit process to the Board regarding audit scope and preliminary work conducted by our firm in Gallagher, Flynn and Company (GFC). The audit itself will be presented at a future meeting.

## **Board Candidate Applications**

John noted three applicants on the ballot.

## **Updated Member Meeting Agenda**

John held space for Board members to ask questions for the Member Meeting taking place tomorrow (September 24, 2024).

## **Board Education and Training**

Columinate Webinars & Events

Co-op Cafe

*~Half-time stretch~*

## **Draft Board-Management Retreat Agenda**

Kristina shared details for the full day retreat from 8:30 a.m. to 3:00 p.m. on November 3, 2024.

## **Open Board Time**

Board Members shared personal and professional updates from their lives.

## **Future Planning**

Open Member Time Follow-up

Mariella asked a question about safety and security data; John answered accordingly.

Review Calendar

No changes.

## **Wrap Up**

Action Items

Emily presented 0 action items to the Board.

Meeting Evaluation

Good meeting.

## **Executive Session with GM**

The Board moved into Executive Session with the GM at 8:05 PM. The Executive Session was scheduled to cover the NCG 2023 Participation Report and the GM annual evaluation. Due to delays with receiving the Report, the Board and GM agreed to reschedule the Participation Report discussion for the October Board Meeting. The Executive Board Session covered the annual evaluation with the GM and concluded at 8:50 PM

## **Adjourn**

The meeting adjourned at 8:55 PM

## **Action Items**

September 2024 – N/A