

Onion River Co-op/City Market

Board of Directors Meeting
Remote Teams Conference*
May 24, 2021

Board Attendance:

Eric Boehm (he/him), Board Member, President
Joanna Grossman (she/her), Board Member, Vice President
Caroline Keller (she/her), Board Member, Treasurer
Rubin Jennings (he/him), Board Member, Secretary
Jody Landon (she/her), Board Member
Faye Mack (she/her), Board Member
Kristina Sweet (she/her), Board Member
Meaghan Diffenderfer (she/her), Board Member

Absent:

None.

Also in attendance:

Michael Healy (he/him), Board Facilitator
Kiersten Hallquist (she/her), Member & Board Minutes-Taker
John Tashiro (he/him), General Manager
Madelyn Cataford (she/her), Director of Finance & IT
Mae Quilty (she/her), Assistant Director of Community Engagement
Caroline Aubry (she/her), Membership Manager
Serril Flash, Member

A quorum was established, and the meeting started at 6:02pm.

Preliminaries

Review Agenda

The agenda was accepted as written.

Review Minutes

The April 26th minutes were accepted as written with seven supporting votes.

Review Action Items

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

Open Member Time

No members were in attendance at the time Open Member Time occurred.

Progress Update on Board Perpetuation Proposal

Joanna and Eric presented an update regarding updates and the next steps for the Board Perpetuation work and the committee plan under development.

Joanna and Eric gathered feedback from the Board to verify alignment on a handful of topics.

The Board asked clarifying questions and provided feedback on the reviewed Board Perpetuation Proposal document.

Some updates included but were not limited to removal of a redundant item, using a word in place of “qualify”, and combining the mission and the purpose.

GM Reporting

Monthly GM Update

John presented the GM Monthly Update report to the Board. Highlights included but were not limited to an overview on hiring challenges, continuously evaluating the curbside service, a brief update on plastic wrap recycling, and an overview on the complexity on navigating masking guidelines.

The Board shared personal observations and asked clarifying questions.

B5: Communication and Counsel to the Board

John presented B5 to the Board. The Board shared personal observations and asked clarifying questions.

The Board found the interpretations reasonable, the data sufficient, and the data demonstrated compliance with the policy. The Board accepted the report as demonstrating compliance with the policy with eight supporting votes.

B10: Communication Support for the Board

John presented B10 to the Board. The Board shared personal observations and asked clarifying questions.

The Board found the interpretations reasonable, the data sufficient, and the data demonstrated compliance with the policy, except where noncompliance was noted in the report. The Board accepted the report as demonstrating compliance with the policy, except for where noted (10.14 and 10.15) with eight supporting votes.

Board Self-Monitoring

D1: Governing Style

Kristina presented analysis on the D:1 Governing Style policy. Kristina found the Board in compliance with the policy.

C2: GM Job Contribution

Caroline presented analysis on the C2: GM Job Contribution policy. Caroline found the Board in compliance with the policy.

GM Annual Review Process

Eric presented a 2018 memo to the board about the Annual GM Review Process.

John shared support for the memo and review process. The Board listened and asked clarifying questions. The Board approved moving forward with the same Annual Review process, this year, with eight supporting votes.

Eric/Joanna, Jody, Rubin, and Kristina volunteered to support the Annual Review evaluation process, this year.

- Half-time Stretch -

Retreat Debrief

Eric and John led the Board in a retreat debrief. The Board shared personal reflections and feedback on the recent Board retreat. Reflections included but were not limited to reflections on the robust advocacy conversations, work plan development, and the upcoming Annual Staff Survey.

John conveyed plans with the Survey to have a set of general questions that are numerically rated along with manager specific questions that are open ended. Further, John suggested some additional questions for the General Manager only that related specifically to the health and safety of the Co-op's operations over the past year of the pandemic and to provide an opportunity for meaningful feedback. The Annual Staff Survey is tentatively planned for a mid- to late-July launch.

Update on the Audit

Madelyn and John provided an update on the Audit process. Madelyn and John met with the auditors for an introductory meeting. Garth and Sarah will serve as this year's auditors, with Sarah being a new partner in the process.

The Board listened and then asked clarifying questions.

Future Planning

Open Board Time

Joanna shared personal experiences with the Board around being Jewish and a former resident of Israel, during the current conflict and varying community responses.

Rubin shared appreciation for the informal and valuable space provided at the recent retreat.

Meaghan took a moment to celebrate all of the summer planning beginning to occur, and the joys around seeing people they love again. Kristina seconded the emotion; sharing she recently enjoyed newly re-opened Hong's Dumplings with friends on Lakeview Terrace.

Member Comment

No comments necessitating response, at this evening's meeting.

Review Board Calendar

The Board reviewed the upcoming calendar. Eric volunteered to review the D6: Board Meetings, in July. Meaghan volunteered to review Committee Principals, in July. Jody volunteered to review the Board's Job, in July.

Faye may miss the June and July meetings. Joanna may miss the July meeting.

Wrap Up/Meeting Evaluation

None.

Executive Session

The Board moved into Executive Session at 8:01 PM to share Board Member Announcements. The Board came out of Executive Session at 8:04PM.

Adjourn

The Board adjourned at 8:53PM.

Action Items

May 2021

John will update B5 to remove gendered language.

Eric will execute the audit with Gallagher & Flynn.

John will follow-up with the Board regarding Annual Staff Survey changes/updates.

Eric will monitor attendance for June and July meetings, as the summer gets busier.

March 2021

Eric will set up one-on-one check-ins with each member of the Board as part of his on-boarding in his new leadership position as Board President.

January 2021

Joanna will draft a Board Perpetuation Committee charter to bring to the Board for review at a future Board meeting (to revisit each meeting until project close).