

Silver City Food Co-op — Board Meeting Minutes
Wednesday October 16, 2019— 5:30 P.M. to 7:30 P.M.
LOCATION: 907 Pope St.

Present: Board Members Laurie Anderson, Jennifer Johnston, Scott Zager, Gwen Lacy, and Julianna Albershardt; Interim GM Garland McQueen, Assistant GM Mike Madigan; employee Kate; scribe Jo Lutz

I. Welcome / Membership-board discussion (5:30-5:50 20 minutes)

- A. The Board approves the revised agenda by consensus.
- B. Directors' Announcements: Scott wants to schedule a finance committee meeting in November, he thinks as many Board Members as are able should be there.
- C. Members' comments: Kate referred to a candidate for GM who was informed of his application status not by the Board but by someone who had heard through the grapevine. Jennifer apologized for not reaching all the candidates at the same time. Laurie apologizes to Kate directly, as she was affected as a member of the selection committee. Gwen wants to point out that it was a committee not the Board proper who both made the decision and communicated it. Kate says to nods of agreement that the distinction is probably not important to those outside the Board.

II. Old Business (5:50-6:00, 10 minutes)

- A. Board approve September board meeting minutes by consensus.

III. New Business (6:00-6:30 pm, 30 minutes)

- A. The Board approves the proposed Fall Retreat Schedule by consensus. It will include talk about the strategic plan with Garland, and conflict resolution workshop with Laura Ramnerace. Kristin wants to invite interested staff to the workshop with Laura. Garland likes the idea but says he needs to consider.
- B. The Board approves the proposed GM Reporting Schedule by consensus.
- C. Report of Executive Meeting: 6 Board members were present, they discussed the search committee and next steps, and have decided not to proceed with second interviews at this time but to expand the GM search by advertising more widely. An ad budget was approved for this purpose. Previously the Board had tried to keep the budget low, and also simply didn't know where to advertise. The Board also agreed to look into making training available to staff through WorkForce Solutions, and have agreed to hear a proposal from staff for an alternative plan. Also discussed were strategies for improved communication of Board information. Mike suggests that the Board publishes something in the newsletter about the GM search.

IV. Committee Decisions and Announcements (6:30-6:50 pm, 20 minutes)

- A. Member Connect (MC) Notes: May 10 2020 for GMM. MC has started working on election calendar. They also worked on the Round-Up. They decided that the Farmers Market would get an automatic slot because their mission was so aligned. Garland and Shanti worked on a letter for GG.
- B. Recruitment, Orientation and Development (ROD) Notes: Jennifer rays working on the calendar, and on the retreat. Jennifer is writing the next GG article for recruitment. Laurie will check with Kristin if May 10 GMM date can be published in GG. Mike wants notice from Board about equity increase.

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- C. Board and Management Evaluation (BME) No Meeting
- D. Finance Committee (FN) No Meeting
- E. Pope Street Project Committee (PSPC) No Meeting
- F. General Manager Search Committee (GMSC) Notes: 5 people, including one general member. Advertising budget was \$1500. Most applications were from Indeed and local listings. These were winnowed down and references were called. The 3 remaining candidates had zoom video interviews. Scott thought they did well. The committee had come up with rubric to score them. It wants to bring final candidates to meet the staff. Scott liked the process, and all committee members are willing to the continue process. Lacy asks Kate for recommendation. She says the process makes sense. People like the Zoom interviews. Laurie thanks committee for all their hard work.

V. Monitoring Reports (6:50-7:20 pm, 30 minutes)

- A. The Board acknowledges B7 (Communication to Board/ Manager’s report) by consensus. Board wonders what the idea deadline would be. Gwen wants more experience evaluating reports before weighing in on them.
- B. Board acknowledges B8 (Board Logistical Support) by consensus. B-Policy Reports are important for posterity, continuity, and definition of compliance. Garland will provide samples from other stores, especially covering the ones he will not submit during his tenure here. September was up \$2500 over last year, or 4.27%. Gwen asks about the farmers market staying here. Mike confirms that the insurance situation is secure. She suggested a sign that says “future home of the co-op.” Produce sales are not diminished by the farmers market, Scott says. Garland has never seen a farmers market or CFA compete. We have only 4% produce wastage, which is low, and wasted food is most often not thrown away but marked down or used in deli prep. Our margin 42.17%. Scott credits Mike for August performance. Jennifer wants an end of year prediction. Garland will get back to her. The end of quarter will bring a budget-to-actual comparison.

VI. Board Meeting Closure (7:20 – 7:30 pm, 10 minutes)

Review task list, tabled items, if any, and calendar.

MC: Short blurb about equity increase

Laurie: Check with Kristin on whether or not to include the Date of the next GMM in the GG

Away Dates:

Mike: Oct. 17-28

Garland Oct. 25-Nov. 2

Gwen: November 13-15:

Scott: Nov. 27-Dec. 3

Laurie: Oct. 26-28

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VI. Executive Session