

Silver City Food Co-op — Board Meeting Minutes
Date and Time: Wednesday, July 28, 2021 — 5:30 P.M. to 7:30 P.M.
Location: 907 Pope Street

In Attendance: Shanti Ceane, Emma McKinley, Tuan Tran, Julianna Albershardt, Scott Zager, Gwendolyn Lacy, Kristen Lundgren, staff: Kevin Waters, Kassandra Sedillos, members: Paul Slattery

I. Welcome / Membership-board discussion (5:35-5:50, 15 minutes)

- A. **Approve Agenda** – Approved by Consensus
- B. Member Comments –
Susan Van Auken: I look forward to the GMM next month, and hopefully seeing everyone in person. I also look forward to hearing details about the reconstruction of the Pope St building. And since I am also interested in the specifics of the type of store that will be housed in the building, I hope there will be greater detail about that.
I ask for these details, because I want to know what efforts and changes the co-op will make due to the climate crisis, or emergency, that we are experiencing. In four GG articles I have written over the past 10 years I have asked whether, or how, we as a co-op hold some of the responsibility to make the changes that the IPCC has recommended.
In this email to Shanti I have included the last two that I wrote in autumn of 2019 - *Planting Seeds*, and *Our Co-op Can Make a Difference*. I asked her to please forward these to board members and Kevin. Many of you might have read the articles two years ago, but the questions I pose in the articles and the actions I suggest might be of use now. I believe to really confront the extremely serious climate issues we must change what we expect and how we live.
I would like our co-op - board, staff, members - to consider these questions too. How do we see the future and the future of our new store?
I thank each of you for all that you do.
Paul Slattery: Curious & looking for more info on PPP loan, & concerned on how many employees have been lost.
- C. Directors' Announcements –
Shanti: Kassy's last board meeting
Emma: Stepping down from the board due to being promoted at work

II. Old Business (5:50-5:55, 5 minutes)

- A. **Approve June Board Meeting Minutes** – Approved by Consensus
- B. Concern Coordinator Update
-Had a query from staff about board process. Shanti and Gwen had responded. Passed around the email thread because it addressed the board process, not operations. Also, because Shanti so succinctly summarized the board process, believed it was worthwhile for the board to read.

III. Committee Decisions and Announcements (5:55-6:10, 15 minutes)

- A. Member Connect (MC) Update
-have last meeting before GMM tomorrow
-got little walnut for GMM
 - i. Committee Meeting Notes
 - ii. September GG Article – Board Recruitments
- B. Elections Committee (EC) Update
 - i. Committee Update
- had a meeting about getting a member to the next meeting
- 2 or 3 spots open for board
- C. Board and Management Evaluation (BME)
 - i. No Update
- D. Finance Committee (FN)

- i. No Update
 - got quarterly reports
 - GMM will mostly focus on annual report from 2020
 - next finance meeting in September for 2nd quarter

IV. Monitoring Reports (6:10-7:15 pm, 45 minutes)

A. B6 – Further Monitoring (Staff Treatment and Compensation)

- i. Accept Interpretation – Accepted by Consensus
- ii. Accept Data – Accepted by Consensus

- reasons for people leaving: 14 employees; relocation, job abandonment, temporary employees, some left without reason

B. B5 (Treatment of Customers)

- i. Accept Interpretation – Accepted by Consensus

-Co-Op can let customers know to write their comments in comment box and on feedback page on website, as well as speaking to buyers
 -most feedback to buyers is usually said in person
 -Co-Op maintains safety check-up and checklist & proper safety training for staff
 -Food service is certified for next 2 years
 -0 customer accidents

- ii. Accept Data – Accepted by Consensus

C. B7 (Communication to the Board)

- i. Acknowledge B7 – Acknowledged by Consensus

- Sales were flat for the month of June, 4% above budget
 - Basket size is falling and customer count is going up
 - Decline in basket size and customer count was paused between May & June
 - Curbsides are almost non-existent
 - Cooler was down June 10th – June 24th
 - Deli & meat were increased in sales
 - Jan-June 2020 margin was 36.8
 - Jan-June 2021 margin was 36.91
 - 193,000 reflects a target inventory for # of sales
 - Food Hub was looking to purchase things on intermittent price from produce
 - Expecting level of local produce to go up
 - Doing sponsorship for Tour of the Gila
 - Have a banner for Co-Op at Silver High School's soccer team field
 - National Co-Op Grocers (NCG) risk-committee determines funds that go into a Co-Ops liability funds
 - Went from 20% JLF contribution to 16% - one week's purchase from UNFI
 - Setting JLF at 25% for project
 - 6 months into project JLF will be evaluated
 - Meeting with NMFA next Friday and contractor needs to be selected by then
 - Having a meeting next week to make decision on contractor

V. Board Meeting Closure (7:15 – 7:16 pm, 1 minute)

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

Tasks:

-need to do selection for Secretary next month

Calendar:

-Kristen: Gone from August 15th-28th

-Emma: Gone August 12th-16th

-Shanti: Gone week of August 16th

-Gwen: Gone week of August 16th

VI. Preparing for August Meeting

- A. GG article due by the 10th of the month; must be approved by one other board member prior to submission
- B. All applicable committees prepare meeting notes

i. Finance Committee

- I.** Review Policy B4 monitoring reports and quarterly financial reports
 - II.** Monitor board budget
 - III.** Recommend/confirm CPA firm and whether to do an audit or review for the next fiscal year.
(Currently we have a letter of commitment with Cooper to do reviews through FY 2021)
 - IV.** Recommend annual share price for 2022 (already done?)
- C.** Monitor policy B1 (Financial Condition and Activities)
- D.** Monitor policy B7 (Communication to the Board)