

Silver City Food Co-op — Board Meeting Minutes
Wednesday, February 24, 2021 — 5:30 P.M. to 7:30 P.M.

Location: Zoom

In Attendance: Shanti Ceane, Kevin Waters, Scott Zager, Kristen Ludgren, Tuan Tran, Susan Golightly, Julianna Alberschardt, Gwen Lacy, Emma Eileen McKinley

I. Welcome / Membership-board discussion (5:30-5:40, 10 minutes)

- A. Approve Agenda
- B. Directors' Announcements
- C. Members' comments

II. Old Business (5:40-5:50, 10 minutes)

- A. Approve January board meeting minutes
- B. Concern Coordinator Update
 - i. been speaking with Britney for a retreat
 - ii. check the B policies and stay on the same page
- C. Pope Street – Recap from Executive Session

III. Committee Decisions and Announcements (5:50-6:30, 40 minutes)

- A. Member Connect (MC) Update
 - i. 2021 GMM Agenda - **Approved by Consensus**
- B. Recruitment, Orientation and Development (ROD) Update
 - i. Election Calendar – Recap from Executive Session: voted at the executive session to postpone election until the end of the year, disband ROD and form former ROD members into Election Committee.
 - ii. New BIT member to join us next board meeting
- C. Board and Management Evaluation (BME) Executive Session
 - i. CBLD 2021 at a Glance
- D. Finance Committee (FN)
 - i. Finance Committee February Meeting Minutes
 - ii. The Finance Committee recommends that the full board approves the quarterly report for 4th Q 2020 and the 2020 annual report. - **Approved by Consensus**
 - iii. The Finance Committee recommends that the full board approves maintaining the annual membership fee of \$20 for 2021. - **Approved by Consensus**

IV. Monitoring Reports (6:30-7:15 pm, 45 minutes)

- A. B1 (Financial Condition and Activities)
 - i. Accept Interpretation - **Accepted by Consensus**
 - I. must keep co-op growth sustainable
 - II. must keep co-op growth at above average
 - III. must keep to budget
 - IV. must keep liquidity capability
 - V. must allow for solvency
 - VI. must keep growth in member equity

VII. all financial reports must be reviewed and in standard

ii. Accept Data - Accepted by Consensus

- I. data compares SCFC to itself, NCG, and Natural Food Retailers
- II. data utilizes EBITDA (4.3% growth) and Net Income (13.9% growth)
- III. This year's profit is an outlier because of Covid-19
- IV. our liquidity ratio (current assets divided by current liabilities 3.62
- V. solvency (debt to equity ratio) is 0.7*
- VI. member equity is going down - but we know why (Cov19)

B. Acknowledge B7 (Communication to the Board) - Approved by Consensus

- I. Sales exceeded budget and expenses stayed below budget. Net profit this month is almost five times our budgeted net profit!
- II. Our sales growth is up 10.1%
- III. Avg. basket size up, Avg. customer count down
- IV. Meat, Frozen, and Cheese still up, supplements still down
- V. Again, this year is still an outlier due to Covid-19
- VI. UNFI supply chains still disrupted
- VII. New handbook still under review by MyHRConsiierge
- VIII. Decline NCG/Kehe Contract
- IX. Got bottle spice program from Frontier Co-op accepted
- X. Attended NCG cybersecurity webinar
- XI. Kevin, Mike, and Marguerite attending trainings over 3 weeks
- XII. Cancelling small Desert Exposure ad, running larger ones to coincide with opening up
- XIII. Adding Labatt food service as a vendor

C. Expansion:

- I. expansion communication went out - went well (~95% positive)
- II. attended UNFI building webinar
- III. got letter of recommendation for Silver City Mainstreet to apply for NMFA
- IV. Applied for NMFA with SWNMCOG
- V. Spoke with attorney George Carr
- VI. got invited to speak in March to the Rotary Club about the new store
- VII. met with Western Builders and seeking bids from others
- VIII. met with Seven Roots
- IX. met with Paul Royalty from PNM about energy efficiency rebate programs for the new building

D. Review Contractor's Design-Build Proposal - unable to complete today, will revisit

V. Board Meeting Closure (7:15 – 7:30 pm, 15 minutes)

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

VI. Preparation for March Meeting

- A. GG Article due by the 10th of the month; must be reviewed by one other board member prior to submitting
- B. All applicable committees prepare meeting notes
- C. Secretary: Ensure that corporate report is filed with NM Public Regulation Commission (PRC)
- D. Monitor Policy B6 (Staff Treatment and Compensation)
- E. Monitor policy B7 (Communication to the Board)