

Silver City Food Co-op  
MEETING OF THE BOARD OF DIRECTORS  
November 15, 2017 614 Bullard St.  
FINAL VERSION

Karen Strelko, president, called the meeting to order at 4:33 p.m. with the presence of a quorum. Other board members in attendance were: Jean-Robert Béffort, vice president, Laurinda Anderson, treasurer, Jennifer Johnston, secretary, and Robert Fischhoff. Others in attendance were: Joe Zweibach, general manager, Mike Madigan, assistant manager, Nancy Coates, scribe. Also in attendance were member-owners: Sharon Bookwalter, Dean Jarosh, and Betty Mishuk. Karen Strelko facilitated the meeting.

**A. Welcome**

1. Check in: BME pre-meeting evaluation  
There was no pre-meeting check in.
2. Approve Agenda  
There was one proposed change. New Item F, 'Discussion on Board Web Page Needs' was added. Original Item F becomes new Item G. Changed agenda approved by consensus
3. Approve October board meeting minutes  
Approved by consensus.
4. Member Comments (10 min available).  
Sharon Bookwalter asked about the status of the employee policies. Joe explained that a draft of the communication and harassment policies have been presented to staff, comments need to be compiled, and put out for another review. Completion of entirely new set of policies is a process that will involve staff and will take significant time to complete.
5. Kudos or Appreciation of Board Members  
Jean-Robert and Jennifer both received kudos on the Board Bash.
6. Directors' announcements  
There were no director announcements.

**B. Board Bash Debrief - comments and lessons learned**

Board members and general manager have gotten feedback that the party was a success and that staff would like to make it an annual event. There was even mention that if it was too costly to get the food catered, staff might be open to a potluck. Everyone seemed to learn more about each other and interactions with each other since the Bash have been deepened. There was also a staff meeting just before the Board Bash that went well. The general manager is hoping to do staff meetings quarterly.

**C. Committees**

1. **Member Connect (MC)**  
Board approved by consensus, that the board will pursue the idea of a Co-op annual report to be presented with the annual financial report in the May Garbanzo Gazette and at the GMM.
2. **Recruitment, Orientation and Development (ROD)**  
Karen and Jennifer will complete a Garbanzo Gazette article on the strategic plan by the deadline. No board approvals needed.
3. **Board and Manager Evaluation (BME)**  
Laurie will collate the Staff Survey comments, and Jennifer will write a summary of the Survey results. No board approvals needed.

**4. Finance Committee (FN)**

Board approved by consensus the adjusted (now totaling \$1917,0) Board Budget for FY 2018.  
Board approved by consensus the Financial Committee's recommendation for FY 2017 audit scope, which is a review of the co-op's financial statements.

The Board tabled the Financial Committee's recommendation to rescind the request for a 5 year projection spreadsheet (originally requested of management in the October board meeting). It was discovered that Joe had used an older version of the B-6 report and the newer version did not require a spreadsheet. This was tabled because the board member, Steve McGarity, that had pushed for the spreadsheet was not available to discuss the issue.

**5 Bylaws Review Committee (BR)**

Will have a meeting in December, no board approvals needed.

**6 Ad Hoc Committees**

No meeting was held, no board approvals needed.

**D. Monitoring Reports**

Board acknowledged the B4 (Financial Condition) Monitoring Report.

Board acknowledged the B6 (Communication and Counsel to the Board) Monitoring Report.

There was some discussion about the open EMO position.

- o Manager's Report

Board acknowledged by consensus.

**E. Discussion on Board Web Page Needs**

Robert will check the web page to be sure that the material currently available is complete.

**F. Board Meeting Closure**

Reviewed tasks, tabled items, and calendar.

Board approved by consensus, with one stand aside, that the general manager review schedule will be moved forward about five weeks so that the general manager's self-evaluation will go out in mid-January and be returned to the board by the end of January.

Board approved by consensus that Laurie will look into the cost and availability of meeting at the Volunteer Center once 614 is closed.

The meeting was adjourned at 7:24pm.

Respectfully submitted,  
Nancy Coates, Scribe