

Silver City Food Co-op — Board Meeting Minutes
Wednesday April 17, 2019 — 4:30 p.m. to 6:15 p.m. —
LOCATION: 907 Pope St.

Present: Board members Jennifer Johnston, Scott Zager, Jean-Robert Beffort, Shanti Ceane, Laurie Anderson; Board candidates Gwen Lacy, Betty Mishuk, and Kristin Lundgren; Assistant Manager Mike Madigan and General Manager Joe Zwiebach.

I. Welcome (4:30-4:45pm, 15 minutes)

- A. The Board approves the agenda with the addition of a GM update on NCG.
- B. Directors' Announcements
 - 1. Board members, remember deadline for requesting a switch from gift card to 20% discount is 15th of the month
 - 2. Jean needs a board member on Wednesday for counting ballots.
- C. Members' comments (10 minutes are set aside at each board meeting for any comments from members. Much more time is allocated at non-business meetings.) No members wish to comment.

II. Old Business (4:45-5:00pm, 15 minutes)

- A. The Board approves March board meeting minutes by consensus.
- B. The Board discusses whether to move the date of the retreat up a week so board member can attend CCMA. They are currently co-scheduled. Jennifer recommends sending a Board member and suggests Laurie. Laurie as treasurer strongly discourages it. She says material is online. Jennifer says there's no substitute for face-to-face meetings. The CDS consultant is costing \$7k. Scott agrees with Laurie, thinks all resources should be focused on relocation. The Board could also reschedule the retreat without deciding immediately on CCMA. The B4 report comes out next week. GM thinks if CCMA has value it could be worth its \$2k price tag. Mike thinks it does have value but it can't be justified this year. He thinks (CDS consultant) Garland is more valuable. The Board decides to move retreat and tables discussion to be decided via email.
- C. Board approved, through executive session, the decision to pursue primarily bank loan and grants, as most affordable strategy for construction of Phase I, based on pro formas. Full member loan campaign is tabled until Phase II.

III. New Business (5:00-5:15pm, 10 minutes)

- A. Progress on annual report to members from the board and GM (see 2018 tax return). Joe has drafted report, the Board is reviewing it. It will be finalized and presented at GMM, and also printed in the GG.
- B. Board members should attend the Finance Committee meeting of May 8, from 2-4pm, if they want in depth review of the tax return and annual review of Co-op finances by CPA Denise Cooper, our contract accounting/tax firm. Denise will be present to answer questions.
- C. GM Update on NCG. The GM just went to NCG meeting and was impressed with new leadership. This was a visioning meeting, basically an input session for a 5-year plan. There are 146 NCG co-ops. Co-ops must make \$2mil/year to join. Growth throughout the sector has declined steadily from 2012 to 2016. The SCFC chart has both a higher peak and lower trough. The decline has to do with the market and competition. The GM wants SCFC to benefit from a customer satisfaction survey that was just

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piloted, which he would like to implement after relocation. In the survey, availability of products was lowest performing aspect, followed by in-store greeting. One problem for co-ops is that big chain stores get priority from distributors/manufacturers. Our member survey shows we're way better at greeting, perhaps because our small store means customer interactions cannot be avoided. The GM was inspired by NCG's new marketing direction. Messages of inclusions, community focus, and locality are highlighted. Mike asks if NCG can support us in these goals. Joe says more centralization of administrative functions is in the works. He also says NCG is on the hook for co-ops that go belly up. Scott asks where the produce is sourced from. M says that Veritable Vegetable is from California.

IV. Committee Decisions and Announcements (5:15-5:50, 35 minutes)

- A. Member Connect (MC) Notes
 - 1. Review and update on GMM (see GMM planning spreadsheet). Gwen said Roundup Recipients have been invited to GMM and 8 have responded in the first day. Cleanup has to be coordinated between board and staff. Vendor letters have not been sent, Joe and Mike will address this. The parking situation looks good. Jean asks if staff can volunteer. There are some things that must be done by staff. Scott will come to staff meeting this week and invite staff. There will be a full program for the GMM. Laurie asks if we need a food certified person to oversee food preparation. Those present think not but it should be double-checked. Various scenarios for meetings start time and pie and ice cream serving are discussed.
- B. Recruitment, Orientation and Development (ROD) notes
 - 1. Election update. Laurie was very pleased about the preparation of the election table in the store. There are currently 314 validated ballots.
- C. Board and Management Evaluation (BME) no meeting
 - 1. Policy re-write update. Garland and his helper had a stab at re-writing policies and sample monitoring reports.
- D. Finance Committee (FN) notes (no meeting)
- E. Pope Street Project Committee (PSPC) notes None submitted
 - 1. Verbal update. Did surveys with regard to grades and flood insurance. PSPC is trying to come up with good visual presentation by May 5, but it will not represent the final plans.
- F. Bylaws Review Committee (BR) Meeting scheduled Monday April 22, 12pm. Gwen can be on committee even if she is not elected. Committee meeting will be rescheduled via email.

V. Monitoring Reports (5:50-6:00pm, 10 minutes)

- A. Board acknowledges B6 (Manager's Report) by consensus.
- B. Board acknowledges B9 (Membership) Monitoring Report by consensus.

VI. Board Meeting Closure (6:00 – 6:10, 10 minutes)

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

Meeting adjourned 6:28.