

## JUST LOCAL FOOD COOPERATIVE BOARD MINUTES

**Date: March 27, 2018**

**Place & Time of meeting: Artisan Forge Studio, 7:00 pm**

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### **Call to order and check ins: 7:00 pm**

*Attending: Rachel Hart Brinson (RHB), Fred Sklenar (FS), Jim Deutsch (JD), Maria Bamonit (MB), Terry Meyer (TM), Matthew Cornetta (MC), and guest Randi Jo Market (considering running for Bd. of Directors).*

### **Approval of agenda: 7:04-7:05pm**

*Motion to approve (TM 1<sup>st</sup> JD 2<sup>nd</sup>) Motion carries.*

### **Approval of previous minutes (February 27, 2018): 7:06-7:10**

*Motion to approve (JD 1<sup>st</sup> TM 2<sup>nd</sup>) Motion carries.*

### **Approval of consent agenda: 7:11-7:13**

*Motion to approve consent agenda (TM 1<sup>st</sup> JD 2<sup>nd</sup>) Motion carries.*

1. President's Report
2. Monitoring Report Summary

### **Time for customer/shareholder comment: 7:14-7:16**

*Randi Jo Market reports that her experience at JLF store is the best. She is impressed that everybody knows her name. She also commented that the idea of no candy by the checkout works very well when she has her four-year-old along shopping.*

### **Agenda items: 7:17-9:00**

#### **Old business**

1. Owner Engagement Committee Report (Terry) 7:17-7:20  
*No report.*

2. Board Education Committee (Rachel) 7:21-7:25  
*RHB reports that Ryan and she met. List proposed in the president's report, discussed. MB clarifies what the education committee's goals would be for a meeting with Draft Design. Decided that proposed schedule looks fine. It will be added to the calendar.*
3. E-mail article from the board (Rachel) 7:26-7:29  
*JD and RM have already written e-mail articles. TM reports that he will submit an e-mail on the D Stock Campaign.*
4. Annual Meeting and Elections 7:30-7:35  
*MB reports that there are numerous candidates for the election including possibly Randi Jo Market. A discussion was also had on an agenda item for delegating tasks to Board Members.*
5. Policy D: Monitoring Surveys (Rachel) 7:36-7:37  
*RHB will send Policy D survey on 2<sup>nd</sup> Tuesday of each month.*

#### **New Business 7:38-8:43**

1. B1: Financial Condition Policy Review 7:38-7:39  
*MB will report on this in April. No changes to policy, proposed.*
2. Board E-mails  
*RHB discusses concerns about confidentiality and e-mail security plus retaining records of board dealings. Discussion about switch to larger store being the time to have board specific e-mails if we want to go that route. FS offers perspective on use of gmail account and suggests developing "e-mail norms." It is agreed that this item should be discussed again at a later date.*
3. Board Succession Plan  
*RHB reports that she will not run for the board after her term expires in 2019. Discussion was had about possibly hiring an administrative assistant to assume much of the clerical and administrative work handled currently by the president. Discussion was also had about choosing a Vice President with the aim of training VP to do everything the President does.*
4. Student/Financial help membership 8:15-8:18  
*A discussion was had on details of student membership. MB offered an example of a student membership from the "People's Co-op" plan. There was a motion to adopt a Student Financial Help plan akin to the "People's Co-op" Plan (FS 1<sup>st</sup> JD 2<sup>nd</sup>) Motion carries.*
5. B9: GM Succession Monitoring Report 8:23-8:25  
*Motion to accept (FS 1<sup>st</sup> JD 2<sup>nd</sup>) Motion carries.*
6. Management Report (Maria) 8:26-8:30
  - a. BOD Help: Board Candidates?

*MB presents report and there are no questions. Report accepted.*

7. Future agenda items? 8:31-8:33

*MB will put D Stock Campaign and Revision of By-laws on future agenda.*

**Executive session: (8:34-9:10)**

1. Management Report (not public) 8:34-8:36

2. Expansion 8:37-8:48

a. Update

b. D Stock Campaign

*MB reports that everything is in good shape with the D Stock Campaign and that work is under way to find “connectors” to donors. MB reports also on grants, and upon the updated design/floor plan of the new store.*

3. Board attendance discussion 8:49-8:55

4. GM Performance Review 8:55-9:10

*A discussion was had on establishing criteria for effectively assessing the performance of the GM. RHB will write a survey for the board. We will meet next month with all of our information and gather feedback to present to Maria.*

Future Agenda Items:

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|---------------------|--------------------------|
| 1. Expansion        | 4. Board Succession plan |
| 2. Board Learning   | 5. Board E-mails         |
| 3. C stock campaign | 6. GM evaluation         |