

Item D1 for February 26, 2014
PFC Board of Directors Meeting Minutes – January 15, 2014
Location: /sh/aut at Braun Court

Attendance

Board Members: Gaia Kile (president), Rebecca Kanner (vice president), Keegan Rodgers (secretary), Matt Graff (treasurer), Leah Hagamen, Ann Sprunger, Vanessa Marr

Lesley Perkins, General Manager
Kevin Sharp, Outreach/Marketing

Garrett Potter, Staff/Employee-Owner

Call to order – at 6:15 pm by Gaia Kile, president

Agenda Review – Since Ends Report was just received today, Rebecca asked that it be officially moved to next month's meeting. Gaia asked for an executive session to be placed right before the "looking ahead" agenda item.

Member Comments — Garrett Potter came to the meeting to introduce himself to the board members. He is currently a cashier and is training for the produce section; he is also a poet!

Announcements, Info-Sharing, Future Scanning – Rebecca shared some fruits and information about Tu B'Shevat. Gaia announced that a group of co-operatives meets a few times a year at Circle Pines on the western side of the state on February 28, March 1 and 2; talk to him for more information.

Consent Agenda — Minutes from the December meeting and minutes from the Linkage Committee were on the Consent Agenda this month. Rebecca moved for the approval, Matthew seconded and the motion carried 7-0.

G.2 Board Descriptions and G.10 Rules of Order – Ann reported that the concern was with G.2.1: "the board will produce written policies that are at the broadest levels". There was concern about whether we want policies at the "broadest levels". G.2.3 is a long list of items and someone questioned if the information could be combined or consolidated.

After some discussion, the Board decided to not change this policy at this time. Keegan moved to accept the report as written, Gaia seconded and the motion carried 7-0.

Leah reported that G.10 was found to be in compliance but there was a concern that the changes from last year never made it to the website. There is a typo of the word "meeting" in G.10. We also need to eliminate the last sentence in G.9.10 (redundant with G.10.10) and in G.10.11 we need to write out Roberts Rules of Order (instead of using initials). G.10.6 states that discussion should happen after motion and second; we tend to do the opposite (discussion first). Rebecca moved to accept the report, Ann seconded and the motion carried 7-0.

GM Report – Lesley shared the sadness of Phil’s passing and pointed out the memorial at the front of the store. She also shared some other staff changes. Lesley has been in touch with Harry Sheehan regarding his daughter’s medical bills. Due to the weather, there were some delays in the UNFI deliveries; however, Whole Foods got their delivery. Lesley will investigate this matter. Hot Bar is installed with a few issues; new chef is fitting in very well. Lesley is planning to put in thinner pans in the third row of the Cold Bar to make reaching in easier. A new phone service has been ordered as has a new dishwasher. A new color copier is on its way as is the new point of sale system. Leslie will be looking at new producers/distributors to expand our work with local companies. Manager training went very well! Anonymous staff members are still expressing themselves in negative ways, such as writing graffiti in the bathrooms.

L.8 Communication and Support to the Board – Lesley reported compliance but made a note of an error in November (when the Board didn’t get everything they needed; the problem was solved in December). There were a few typos (wrong years, “himself” instead of “herself”) that the Board pointed out. Some reports were also received a little bit late and so we will all work on timeliness for the coming year.

Matt moved that Lesley should make changes to the report and then we will review and vote upon the report next month. Keegan seconded. Matt reviewed the changes: “uninformed” on page one, “2014” on page three, “herself” on page four and we did have an emergency meeting in 2013. Rebecca added that some reports were submitted late and that Patti can review to see which ones those were. The motion passed 7-0.

Ends Report – Lesley briefly discussed the Ends policy which is being met but could be met much better. A lot of the reorganization that has been undertaken will help with this.

E-voting/Survey Monkey – Ann worked on Survey Monkey to see how it would work for us. Kevin is also working on this issue; he and Karen are talking to other co-ops to see how they are enacting e-voting. There is security with Survey Monkey but they haven’t yet figured out how to set it up so that once a member enters his/her number then they can’t vote again. It can recognize your computer’s IP address but doesn’t seem to be able to recognize individual numbers. But, we could always review for duplicate member numbers manually.

The Board also discussed having folks download a form from the website, vote and then email it back. Ann also suggested using File Maker.

The use of volunteers was discussed, such as using students from the university. Kevin opined that using students could be problematic if they move away and perhaps using a company would be better.

With the help of our state representative’s assistant, Kevin is also investigating the legality around e-voting in co-ops.

Kevin asked if anyone would be willing to work with Vote Net to see what the process is, what the cost is, etc. Ann will do this with Kevin.

The ballot would go live at March 31st; paper ballots are printed two weeks in advance and mailed one week in advance. Therefore, decisions must be made at the February meeting.

Overhaul of Board Policies – Keegan perused board policies from other co-ops. Our policies are about 50 pages printed out. The other policies seem to be very concise; ours tend to be wordier and more specific.

Ann suggested that we work on the policies as they come rather than spending an entire day wordsmithing them all at once. Rebecca had similar thoughts. Gaia suggested hiring the CDS folks to review the policies and make recommendations. Matthew opined that a more streamlined policy document would be helpful for new board members as they learn their job.

Gaia moved to get a price quote from Joel which he will bring to the next meeting. Matthew seconded and the motion carried 7-0.

King Committee Update – Leah reported that the group met and decided that Annie Elder and Paul Bantle will receive the award this year. Ann moved to accept Annie and Paul as the Ken King Award recipients for 2014, Rebecca seconded and the motion carried 7-0.

Looking Ahead – Ends discussion moved to next month as was the vote on the revised L.8. Coffee with the Board is on February 12 and Leah and Ann will attend. Next Board Notes deadline is February 28 and Kevin would like articles for the “ballot issue”— something about the election would be great. Rebecca reviewed the calendar items, listing the reports due by Lesley and items to be done by the Linkage Committee.

Task List Review – Patti to get changes to G.10 to Rusty for the website. Patti needs to figure out a system for prompting Lesley and helping with timeliness. Lesley will make changes to L.8 and resubmit next month. Patti review report submissions to see which ones were timely. Ann and Kevin will get in touch with Vote Net. Gaia to get a quote from Joel regarding board policies and will bring it to the next meeting. M.2 will be synthesized by Keegan. Matt will do the Board Notes article by February 28. Leah will make sure that Annie and Paul get notified of their award and will also get the minutes of the Ken King Committee for the next meeting.

Future Meetings – Next month will be a week later and held on February 26.

Attendance – No issues.

Executive Session – Matthew wanted to have a more detailed discussion to ensure support for the GM to make necessary staff changes. The Board went into Executive Session at 8:02 to discuss personnel issues. The Board unanimously approved to go into Executive Session.

Adjournment: Gaia adjourned the meeting at 8:40.

Respectfully submitted, Keegan Rodgers, Board Secretary