

PFCA2 BOD MTG MINUTES

11/19/2025

People's Food Co-op
Board of Directors Meeting Minutes - November 19, 2025

Location: Virtual

Present: Susan Randall, Jaime Magiera, Dan Gannon, Jane Dixon, Kate Krauss present until 8:13pm

Absent: Laurin Wolf briefly present, left at 6:36pm; Kelly Finnegan

Staff: Clay Briegel, Kelly Williamson

Members/Others: none

Mission					
<p><i>The People's Food Co-op of Ann Arbor provides our community with accessible, sustainable, local food and household products as an economically just, member-owned business.</i></p>					
Board of Directors Meeting					
Wednesday, November 19, 2025, 6:30pm - 8:30 pm - Via Zoom					
https://us06web.zoom.us/j/84438720433?pwd=txC8TlaeCcTFeBg1aZ5lxEwaU0mBmo.1					
Item	Item Title	POLICY	WHO ?	ACTION	MAT'LS
A	Agenda Review	G.4.1d/G.7.4	Board	Alignment	A
B	Member Comments (10 minute maximum)	G.9	Attendees	Listen	None
C	Consent Agenda: October Minutes; Absences; Community Outreach Minutes	G.7.7, By-laws VI.6.2	Board	Approve	C1, C2
D	President's Report/Announcements/Future Scanning	Board	All	Info share	D1
E	GM's Report	G.2.2, M.4	GM, Board	Q/A	E1, E2
F	Financial Reporting - 3rd Quarter Statement	G.2.2, L.2, M.4	GM, Treasurer Jane	Q/A, Review and approve	F
G	GM Statement on Executive Limitations Policy: interpretation & measurement	L.	GM Clay; Board	review, discuss, approve	G1, G2

H	Fall Board Retreat - Ends draft; social media presence; Ben Sandel's Report	G1.1	All	discuss, next steps	https://www.dropbox.com/scl/fi/fssfjxkg173gn4ohhgh27/People-s-AA-2025-Retreat-Report.docx?rlkey=nbkd6vex6ngijs3n86ykal3rm&st=vttrnr5t&dl=0
I	2026 Business Plan and Budget - DRAFT	By-laws XI.3; L-4	GM	Discuss	I
L	Task List Review/Future Meeting Date - Dec. 17	Board	Secretary	Set	Task List
M	Executive Session - Real Estate and Personnel Matters	Board	Board	Motion	None
N	Adjournment	Board	Board	Adjourn	None

Call to Order: Susan called the meeting to order at 6:32 p.m.

Agenda: Jaime moved to approve the agenda, Kate seconded, all in favor.

Item B:

No members present.

Item C.

Request from Jaime that the October minutes be pulled out to correct minutes.

Jaime moved to approve the consent agenda, Dan seconded, all in favor.

Minutes of October 15, 2025: Jaime requests a spelling correction to his name.

Jaime moved to approve the minutes with the name correction; Kate seconded; all in favor.

Kelly W. will file corrected minutes.

Item D.

Susan notes flyer addition to board packet inviting the Board and Co-op members to attend Ypsilanti celebration of co-operatives on November 23.

Jane brings up that a Working Capital campaign donor expressed a desire for more communications around produce display upgrade and use of funds. Susan wants to reach out via email to the donors from the campaign and Kate suggests we include a phone call or personal mail. Jaime suggests split up the phone calls to donors if emails are unavailable. Kate agrees. Jaime, Kate, Dan Susan all say they can reach out.

Jaime, was approached by AAPS Brownie Scouts about a possible food drive in front of the store. Clay is open to providing space for them, and needs to firm up date. Jaime is going to coordinate.

Susan noted that the DDA has offered \$ for the sculpture garden plantings. Dan will follow up.

Dan stated Dennis Burke has stepped in as a volunteer for garden days and Dana Novak, city park staff, has created an official page for the sculpture garden on the city's A2 landing page. Jane notes that the "garden volunteer" sign placed by the city remains there 2 months after the date. Dan said he will follow-up with Dana Novak regarding the signs' removal..

Item E.

Clay presents GM report. 10 new memberships. Employee leaving after Christmas. Just hired new employee.

Not a great month for equipment.

Healthcare costs have gone up.

Kate asks about federal shutdown impact on sales of produce and food from SNAP sales..

Item F.

Financial reporting: Includes September.

Susan asks about the non-operating income item in September. Clay will confirm with finance coordinator and get back on this.

Susan asks about credit card fees, and whether some incentive to pay cash would benefit our bottom line. Jane inquires about passing the fees along to consumer, as some retailers do.

Dan has question about pricing Field Day products.

Item G. Exec limitations policy

Clay has given interpretation for a couple policies, going to be a continuous review/dialogue with Clay as he gives further interpretation.

Discussion around suggestions/ commenting on policies: the board does not approve Clay's interpretation, just offers comment and may make suggestions for reporting on outcomes.

Jaime is going to look for formal policy regarding approval of the interpretation.

Item H. Board Retreat follow-up

Ben Sandel, Columinate Consultant and facilitator for the Board Retreat held October 25-26,, has filed his report; the retreat was held at the Inter-Cooperative Council Education Center, 1522 Hill Street, Ann Arbor. Ben's report is linked in the Board agenda. One item requiring follow-up is social media dissemination of PFC Board activities. The Board considered whether to have separate PFC Board accounts (e.g. on Instagram and/or Facebook) or whether to consolidate instagram/ social media presence with PFC store accounts, whereby Board news would be posted periodically. After discussion, it was agreed by consensus that consolidated accounts would be most effective.

Kelly W is going to get pics and words to Troy for use in PFC social media.

Dan is going to circulate a draft for the final Ends policy around December 5th and then the Board will have time to submit written comments, with a discussion and vote at the next board meeting. Agreed that flexibility is needed to postpone the vote to January if more discussion is needed.

Item I. Business Plan and comments:

Clay will separate the budget for 2026 and submit it to the Board via email.
Discussion around business plan ensued.

Jane suggested reaching out to the communications dept at UM to see if a student could help with marketing.

Kate left the meeting at 8:13pm.

Task List-

Dan is going to circulate a draft for the final Ends policy around December 5th.
Kelly W is going to get pics and words to Troy and Cay for social media use.

M. Adjournment: Jaime Mageria moved to adjourn the meeting, Dan seconded, all in favor.
Meeting adjourned at 8:17 p.m.

N. Executive Session: Dan moved to enter into Executive Session for real estate and personnel matters; Jaime seconded; the motion carried on a unanimous vote.
Executive Session convened at 8:17 p.m.; session adjourned at 8:35 p.m.

Recorded by Kelly Williamson 11/19/2025