

PFCA2 BOD MTG MINUTES

10/15//2025

People's Food Co-op
Board of Directors Meeting Minutes - October 15, 2025
 Location: Virtual

Present: Susan Randall, Kelly Finnigan, Jaime Magiera, Dan Gannon

Absent: Kate Krauss, Laurin Wolf Gannon

Tardy: Jane Dixon (joined at 6:54pm)

Staff: Clay Briegel, Kelly Williamson

Members/Others: none

Mission					
<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>					
Board of Directors Meeting Agenda					
Wednesday, October 15, 2025, 6:30pm - 8:30 pm - Via Zoom					
https://us06web.zoom.us/j/84438720433?pwd=txC8TlaeCcTFeBg1aZ5IxEwaU0mBmo.1					
Item	Item Title	POLICY	WHO ?	ACTION	MAT'LS
A	Agenda Review	G.4.1d/G .7.4	Board	Alignment	Agenda
B	Member Comments (10 minute maximum)	G.9	Attendees	Listen	None
C	Consent Agenda: September 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, D2
E	GM's Report	G.2.2, M.4	GM, Board	Q/A	E1
F	Financial Reporting - August Statement	G.2.2, M.4	GM, Treasurer Jane	Q/A, Review and approve	F1
G	GM Statement on Executive Limitations Policy: interpretation & measurement		GM Clay	review, discuss, approve	G1
H	Fall Board Retreat - meals & food preferences	G1.1	Susan and All	Confirm details	H1, H2

I	Board Governance Budget for 2026	G.8	Jane	Approve	I1
J	Outreach Report and ideas	G.9,	Kelly	Discuss	Outreach Minutes (C2)
K	Board self-monitoring	G.6	Susan	update	None
L	Task List Review/Future Meeting Date Nov. 19	Board	Secretary	Set	Task List
M	Executive Session - Personnel Matters	Board	Board	Schedule for later	None
N	Adjournment	Board	Board	Adjourn	None

Meeting called to order at 6:38pm.

Agenda.

Susan invites review of agenda. **Kelly F moves to approve, Dan seconds. Motion carried.**

Item B: No members joining for comment.

Discussion about transparency and communicating with co-op members regarding broken zoom link, and announcing Amanda's resignation from the board.

Item C: Consent Agenda

Approve minutes with proposed edits-

Absences clarified as referencing status of absences at prior month's meeting and recorded in the "attendance" tab.

Motion to approve consent agenda including minutes with proposed edits, Dan moves Kelly F seconds, all in favor, approved.

Item D:

Susan shared an event taking place on 10/23 for future planning by the Downtown Development Authority. Clay, Susan, and Kelly F plan to attend.

Item E:

GM Clay reviewed highlights of his written report.

Jaime had a suggestion/request for Clay regarding Marketing efforts be added to future gm reports.

Item F: Financial report

Good news!- profitable in August.

Jane moves to approve financial report, Dan seconds, all in favor, motion unanimously carried.

Item G:

Clay discusses executive limitations policies and interpretations.

Dan explains the formation and creation of these policies. The revised Executive Limitations policies were adopted in February after extensive review and discussion of the John Carver Model, the Columinate model, and PFC's existing policy. Next up is for the GM to provide a reasonable interpretation of each policy and the data to be used to measure performance against these policies.

Discussion on whether or not to open comments to board members for the Executive limitations interpretations.

Document will be posted in board drive- authorized for view and comment by board members on the data portion only. Tentatively open for comment until next board meeting (11/19).

Item H:

Address of board retreat 1522 Hill St.

Board Retreat 10/25 & 10/26

Meals: one of the meals from Pizza House and other is from Burrito place
Jaime has to leave at 2 on Sunday.

Item I: Jane presents Board Governance Budget.

Only major items to note are meals, and Columinate board training- have \$1500 left in payment. Board member gift cards have not been paid out this year. Kristina would pay out backlog if approved.

- Kelly F asks about insurance line item, Jane explains its an anticipated rate.
- Dan has question for Clay on how the gift card redemption would come up on the books.
- Susan clarifies history of suspended board gift cards this year, given history of financial challenges, and invites a discussion around how to move forward.
- Kelly F thinks they should be suspended for 2025 and in future and thinks that the policy should reflect that.
- Jane agrees that they should be suspended for 2025 as a way to balance out the market study expense that came out of the board budget.
- Jaime is fine with suspending for 2025 but is in favor of reinstating for 2026, cites homogeneity among board members historically,(economically, racially etc.) and importance of small supports for board service.
- Jane supports reinstating for 2026 and beyond.

Jaime moves that we forgo 2025 gift card for board service but reinstate it for 2026; Jane seconds;. Vote of 3 in favor; 2 opposed (DG, KF). Motion carries.

Jaime moves to approve 2026 budget, seconded by Dan. Motion carried on a vote of 4 in favor, 1 opposed (DG).

Item J: Community outreach.

Kelly F will meet with Clay and Troy about membership and outreach coordination with Community Outreach Committee.

Newsletter out, hopefully, in November; Kelly will reach out to Lauren about helping with the newsletter.

Item K:

Susan found a board Self-Assessment tool in the Columinate library. Needs yet to find a way to aggregate responses, then will share.

Task List:

Dan will change permissions so that document is just for comments or suggestions on GM's policy draft .

Adjournment:

Jaimie moved to adjourn, Jane seconds- Adjourned at 8:08 p.m.

Executive Session:

Board Moved Into Executive Session for Real Estate matters at 8:09 p.m. Adjourned at 8:22 p.m.

Recorded by

Kelly Williamson, Administrative Assistant