July 15, 2026 - People's Food Co-op Board of Directors Minutes

Board Attendance: Jane Dixon, Susan Randall, Bobbi Coluni, Betsy Williams, Kelly Finnigan, Jaime Magiera, Lee Herman
Absent: Kate Krauss

Staff Attendance: Clay Briegel, Ken Davis
Member attending: Gary Dolinshek

Meeting called to order by President Jane Dixon Via Zoom at 6:32 p.m.

Mission

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.

Board of Directors Meeting

Wednesday, July 15, 2026, 6:30 pm - 8:00 pm - Via Zoom Meeting ID: ????

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: June Minutes; Absences;	G.7.7	Board	Approve	Minutes, Attendance, C1
F	President's Report/Announcements/Future Scanning	Board	All	Info share	F1
G	GM's Report	G.2.2, M.4	GM, Board, Treasurer	Q/A	G1, G2, G3
H	Reporting on Treatment of Staff; Compensation and Benefits	L.2, L.7	GM, Board	Q/A, Review and approve	H1, H2, H3
L	Task List Review/Future Meeting Date	Board	Admin Asst	Set	Task List
N	Adjournment	Board	Board	Adjourn	None

Agenda: Jamie moved to approve the agenda as distributed; Bobbi seconded. Motion carried unanimously.

B. Gary Dolinshek, member present. No member comments

C. Consent Agenda: Jane called for approval of the consent agenda– June Board minutes and June absences. Jamie moved to approve; Bobbi seconded. No discussion. Motion carried unanimously.

F. **Secretary Role Transition Discussion:** Susan proposed taking on the secretary role for one year, with Betsy potentially moving into it the following year after receiving training. Betsy expressed uncertainty about the secretary role's responsibilities and asked for clarification on meeting procedures. Jane explained the process for adding agenda items and confirmed that the secretary role's detailed responsibilities are documented in the bylaws and policies.

F1. Community Outreach Committee Meeting Updates:
The Community Outreach Committee scheduled a meeting for Friday at 4:00 PM, and the next newsletter publication was discussed as a priority.

G. General Manager's Report: report covering financial updates, staffing changes, including a new outreach coordinator starting July 8th, and various facility issues including server crashes, power outages, and cooler malfunctions that were resolved with new equipment and technical support.

G2. Power Outage Preparedness Planning

The team discussed power outage preparedness and recent storm impacts on the store. Jaime explained the importance of properly setting up a UPS (Uninterruptible Power Supply) to ensure critical systems like internet routers and computers continue operating during power outages. GM acknowledged Jaime's advice and committed to verifying what systems are currently connected to the UPS, noting that Troy had previously handled the setup with Cyber Advisors' assistance. Lee praised the staff's handling of recent power outages, particularly how they communicated payment limitations to customers. Jaime suggested adding signage at store entrances and registers to help inform customers about payment options during future outages, while Bobbi recommended considering low-tech backup payment methods like carbon copy credit card machines.

G3. May Financial and Outreach Performance

The meeting covered financial performance and outreach activities for May. Clay reported that sales were $339,000 with a gross profit of $123,000 (36.47%), though the company had a negative net operating income of $4,779. The team discussed a successful Change for a Community program that raised over $1,000 for the Jim Toy Community Center and a bulk flash sale that generated over $2,000 compared to $690 the previous year. Susan praised the strong member retention and reinvestment numbers, noting 11 new members and 5 reinvestments in May, while Bobbi inquired about the net impact of flash sales on future revenue, which Clay confirmed was approximately 75-80% net additional sales.

H. GM Executive Limitations Policy Review

The board reviewed GM's Executive Limitations Reporting on staff treatment policies, with Jane and Lee agreeing to focus primarily on the data components rather than the policy interpretations. Susan raised a concern about the language difference between "dissatisfaction" and "dissent" in the policy interpretation, suggesting it should be changed to "expressing a different opinion" to better protect free speech rights.

Jaime moved to **approve the staff treatment policy reporting as in compliance and to amend the interpretation by replacing “dissatisfaction” with “expressing a different opinion.”**
Lee seconded. Motion carried unanimously.

H1. Compensation and Benefits Compliance Report

Clay reported on compensation and benefits compliance, confirming no changes had been made in the past year and that all benefits remained consistent with company policy. He explained his research process for non-union employee compensation, which involves comparing local grocery store salaries through platforms like Glassdoor and Indeed. Susan pointed out that Clay should consistently use "compliant" or "non-compliant" language when reporting on policies, which Clay agreed to address in future reports.

The board discussed the tone and language consistency of a compensation and benefits monitoring report, with Betsy raising concerns about the shift from formal to casual language throughout the document. Jane acknowledged the need for formal language due to the document's nature as a policy-driven report, while Lee noted that the informal language might be appropriate given the approximate nature of the data used.

Lee moved to approve the compensation and benefits policy reporting as compliant;
seconded by Betsy. Motion carried unanimously.

L. Board Meeting Planning Task List and Updates

- Susan to send information about the secretary role and duties to Betsy and Bobbi before the next meeting
- Ken to place employee handbook copy in the Board's Google Drive personnel folder.
- Plan for fall Board retreat: potential locations suggested for retreat: Inter-cooperative Education Center at UM; Glacier Hills Board Room; Downtown site such as Dunbar Tower main floor room. Jane noted she would check with Ben Sandel about his availability to facilitate the Fall Retreat.

- The Summer Games sign participation: Jamie agreed to obtain a sign, and Clay will put it up.

- The relationship between the Community Outreach Committee and operational marketing efforts were clarified, with Clay noting that marketing strategy falls under operations rather than board oversight.

- The vacant board position previously held by Dan Gannon, who resigned in June but expressed interest in reapplying, though no formal application has been received, needs to be addressed. The Nominations and Elections Committee–Susan Randall and Jamie Magiera–will meet to identify potential candidates to fill the position and report back to the board.

Task List:

Betsy

- Read the bylaws and policies regarding the secretary role and email Jane and others with any questions or interest in the role.

GM

- Ask Boyce about the possibility of attending future Community Outreach Committee meetings for alignment.

Jaime

- Pick up the Summer Game sign from the library and bring it to the co-op.

Jane

- Send out an email regarding potential dates for the October board retreat, based on Ben Sandel's schedule.

Kelly

Send the Community Outreach Committee charter to Betsy and Bobby if not already done. Community Outreach Committee: Meet on Friday to ramp up, discuss the newsletter, and determine a regular meeting date (not on Fridays). Community Outreach Committee: Dan, Betsy, Bobbi

Ken

- Update the task list tab with outstanding tasks and assignees.
- Make a copy of the employee handbook and place it in the Personnel folder on the board drive.

Lee

- Set up a time to walk through the board's documents and drive with Betsy and others who are interested.
- Connect with Jane regarding Finance Committee turnover.
- Schedule a meeting for the Bylaws/Policy Review Committee with Susan and Betsy.

Susan

- Share secretary role description with Betsy and Bobbi. Consider who wishes to serve in the Secretary role—formal motion to be made at the August meeting.

Collaboration

- Jaime and Susan: Meet as the Nominations and Elections Committee to identify potential candidates to fill the vacant board position.

Bobbi moved to adjourn the meeting, seconded by Betsy. Motion carried. Meeting adjourned at 7:59 pm.

Minutes recorded by Administrative Assistant Ken Davis.