

People's Food Co-op Board of Directors Meeting
 Wednesday, July 17, 2019 at 6:30pm, St. Andrews Church

Start	End	Item	Time	Item Title	POLICY	WHO ?	ACTION	MAT'LS
6:30	6:32	A	2	Agenda Review	G4.1d/G7.4	All	Alignment	Agenda
6:32	6:42	B	10	Member Comments	G9	Attendees	Listen	None
6:42	6:48	C	6	Announcements/Future Scanning/President's Report	Board	All	Info share	None
6:48	6:50	D	2	Consent Agenda: June Minutes, Absences, L.2, L.5, L.4.10, Authorization to Change Bank Signers without Prior Board Approval	G.7.7	All	Approve	Minutes, Attendance, D1, D2, D3a, D3b, D3c, D3d
6:50	7:00	E	10	Questions and Comments on GM Report, Treasury and Finance	G.2.2,M.4	Angie	Questions, Comments	E1, E2
7:00	7:05	F	5	L.4.1 Review		Angie	Questions, Approve	F1
7:05	7:10	G	5	Prioritization of Guest Speakers		All	Discuss	None
7:10	7:25	H	15	Retreat Planning		All	Table	None
			5	BREAK				
7:30	7:40	I	10	Ends Review	G4	All	Discuss	None
7:40	8:00	J	20	Board Vision Strategic Plan and GM Multi-year Plan		All	Discuss	G1
8:00	8:15	K	15	New Finance Committee		All	Discuss	None
8:15	8:20	L	5	Task List Review/Future Meeting Date		Rosie	Discuss	None
8:20	8:25	M	5	Meeting Evaluation		All	Discuss	None

**People's Food Co-op
 Board of Directors Meeting Minutes – July 17, 2019**

Location: St. Andrews Church, Division St.

Attendance

Board Members Present:

- Jaime Magiera (President)
- Ray Anderson (Vice President)
- Hannah Davis (Treasurer)
- Amanda McCreless (Secretary)
- Steve Rich
- Gaia Kile
- Mary Rooney
- Dennis Chernin

Also attending:

- Angie Voiles, General Manager
- Paula Gilbertson, NCG

- Paol Willis, member-owner
- Tiffany Hung, member-owner
- Arno Scheller, member-owner

Call to order – Jaime called the meeting to order at 6:34pm.

Agenda Review – Jaime moved Items G and H to after the break and Item J to before the break.

Member Comments – No member comments.

Announcements, Info-Sharing, Future Scanning, President's Remarks – The mini-retreat was held last week and another one will be held next month. These are “relaxed Board gatherings;” no decisions are made. Yogafest starts next week. A new folder was added to the Board Google Drive containing National Coop Grocers materials.

Consent Agenda – Jaime explained that, since last month, he had added a 48 hour caveat to the Authorization to Change Bank Signers. **Ray moved, Hannah seconded to approve the consent agenda. All in favor with 1 abstention (7/7), motion carried.**

Questions and Comments on GM Report, Treasury, Finance – Mary asked about the JLF deposit; Angie explained its use and advantage. The webform for updating one’s membership is now available, but it does not yet allow people to become new members.

Angie sees the work with NCG paying off in the weekly sales report. There is still work to be done, but it’s clear PFC is headed in the right direction. The week of the 4th of July was an anomaly and Angie advises against seeing it as a trend. Hannah and Angie briefly discussed changing the part of the design of the graphs.

L4.1 – The marketing assistance from NCG is going to be working on this with Angie. Gaia asked what the strategies are to get sales per labor hour and budget in the right places. Angie is positive about actual trends and what will come post-week 34.

Board Vision/Strategic Plan/Multi –Year Plan: Jaime wanted to come up with things for the Board to do to help PFC that is not strictly policy related, but align its vision with Angie’s plan and prepare for community engagement. The Board’s most recent vision was done over a year ago, and it is not applicable now because expectations about moving and café expansion have changed dramatically. Member-owner focus groups and meetings with community stakeholders could be part of visioning. The financial plan will be communicated in pieces (some of it is confidential) to member-owners. The GM’s multi-year plan will be submitted to the Board in November. Paula summarized that this sounded more like a Board strategic plan, rather than the vision designated by the Ends policies. The proposed Board timeline might be too fast for the GM, but the Board can finish their “visioning” between now and the retreat in October, where it will be completed; thus the Board’s work will be completed in November. Mary worded it as community input and Board fleshing out of how to enhance the objectives the Board has already been working on and achieve them.

The plan to make this plan: Board members will assign themselves to tasks, listed in the agenda item attachment. The Board will meet monthly, separately from here, to make the document.

Ends Review – The Board has been talking about E.4 for the last few weeks and has been having trouble figuring out how to measure it. Instead of perhaps trying to bring in people of diverse races to shop at PFC, focus on providing a safe space for and actively foster dialogue about institutional racism and oppression. Mary and Amanda mentioned that there are some events already being hosted in the café on this topic, such food justice classes; these are events that the PFC made, not merely provided the space for. The Board considered additional types of speakers they could have brought in, but they were pleased that the topic was already being addressed.

Paula elaborated on the importance of Ends and the great frequency at which other co-ops refer to or reaffirm them.

Steve discussed the challenge of the existence of multiple places to purchase “healthy” or “clean” things, and there is room for true education about what is actually healthy and how to navigate advertising claims surrounding certain “clean” foods. Angie voiced that the messaging of such an event

would have to be positive words, rather than speaking ill of choices. PFC can empower people to make healthy choices from a place of knowledge.

The current Ends were created in the last couple years.

Angie reviewed some of the social media work the marketing manager and assistant have been engaged in recently.

New Finance Committee – Hannah created a draft committee charter. The former finance committee was responsible for reporting PFC finances, and those responsibilities have now moved to the GM, so the new committee charter will not include that responsibility.

Prioritization of Guest Speakers – In the June meeting, the Board expressed interest in several guest speakers and topics for professional development. Jaime asked the Board what their top PD priority is. The priorities mentioned were thus:

- meditation and mindfulness
- how to run a business successfully, with altruistic goals; institutional development
- stories from other co-ops who recently survived financial crises
- financial literacy

Jaime decided to begin with financial literacy. Paula suggested reading the 2018 Participation Report from NCG that contains some explanatory financial reading specifically for co-ops/groceries.

Retreat Planning – The Board still needs to fill out the Doodle poll for selecting a date. Jaime suggested that the main retreat initiative should be completing the Board strategic visioning. Financial literacy is another option. Amanda suggested member-owner communication. Angie mentioned Jade has expertise on struggling co-ops and could talk about what else to do and also what not to do at this point.

Task List –

- Angie send Directors link to webform where member-owners can update their membership
- Everyone: assign yourselves to tasks in spreadsheet
 - Jaime send out email reminder about this
- Jaime: Doodle poll for meetings about Board visioning
- Linkage with Angie: think of other topics/speakers to promote Ends, and let Board sit in the store to discuss them with people
- Angie: get Ends posted in the store, add them to newsletter
- Everyone: dialogue over email about Ends actions
- Everyone: like and share PFC social media posts
- Hannah: send with finance committee charter
 - Everyone: Read Hannah's finance committee charter and discuss over email
- Everyone: read the NCG 2018 Participation Report, and generally peruse the NCG folder
- Everyone: email about final professional development speaker/topic
 - Jaime: bring someone into the next meeting
- Everyone: fill out retreat planning Doodle poll

Future Meetings – The next Board meeting is scheduled for August 21, 2019, at St. Andrews Church.

Meeting Evaluation –

- Efficient
- Feel positive
- Happy to see members in attendance
- Welcome Dennis!
- Energized by the conversation
- Proactive discussion
- Engagement!

Executive Session – Jaime moved, Hannah seconded to move into executive session for matters of finance. All in favor (8/8), motion carried.

Adjournment – Jaime moved, Amanda seconded to adjourn the general meeting. Meeting adjourned at 8:29pm. All in favor (8/8) motion carried.

Respectfully submitted,

Rosie Pahl Donaldson, Board Administrator acting as Board Secretary