



Board of Directors Meeting

Wednesday, September 16, 2020 at 6:30pm, Virtual Meeting

Start	End	Item	Time	Item Title	POLICY	WHO ?	ACTION	MAT'LS
6:30	6:32	A	2	Agenda Review	G.4.1d/G.7.4	All	Alignment	Agenda
6:32	6:42	B	10	Member Comments	G.9	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: August Minutes, Absences, Linkage Committee Report, L.5	G.7.7	All	Approve	Minutes, D1, D2
6:50	7:00	E	10	Questions and Comments on GM/Finance Report	G.2.2, M.4	Angie, All	Q/A, Approve	E1a-c
7:00	7:10	F	10	Annual Report		All	Discuss	F1, F2
7:10	7:35	G	25	3Q 2020 Operational Plan & Financial Budget	L.2	All	Discuss	G1
7:35	7:40		5	Break				
7:40	7:50	H	10	Ends Policy 4	E.4	Linkage, All	Discuss, Follow-up on tasks	H1, Ends Tab
7:50	8:00	I	10	Board Orientation Plan		Nominations	Review	
8:00	8:10	J	10	Policy Updates Planning	Board	All	Finalize	
8:10	8:15	K	5	Ends Review: 1-4	Ends	All	Discuss	Ends Tab
8:15	8:20	L	5	Task List Review/Future Meeting Date	Board	Admin Asst	Discuss	
8:20	8:25	M	5	Meeting Evaluation	Board	All	Discuss	
8:25	8:26	N	1	Adjournment	Board	All	Adjourn	

**People's Food Co-op
Board of Directors Meeting Minutes – September 16, 2020**

Location: Virtual Meeting, Bluejeans

Attendance

Board Members Present:

- Jaime Magiera (President)
- Ray Anderson (Vice President)
- Hannah Davis (Treasurer)
- Mary Rooney
- Pat Zabaya
- Victoria Westman
- Amanda McCreless (Secretary) (joined during the break)

Not Present:

- Danielle Falcon

Also attending:

- Angie Voiles, General Manager

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

Agenda Review – **Ray moved, Mary seconded to accept the agenda. All in favor (6/6), motion carried.**

Member Comments – No member-owners present.

Announcements, Info-Sharing, Future Scanning, President's Remarks – Jaime was interviewed last week on WNZK radio station about co-ops, a recording of which is posted online. Several local winter events

that the PFC Board routinely participates in are moving to online formats this year; Jaime will get more details on those soon.

Consent Agenda – Ray moved, Hannah seconded to approve the consent agenda as amended. All in favor (6/6), motion carried.

Questions and Comments on GM Report, Treasury and Finance –

- Great to see contributions made through the Change for Community program.
- Jaime asked if the bulk sale will continue, and Angie responded maybe. Angie and Ken (Communications Manager) are working on different events.
- Online ordering has been moving forward. They are discussing how to accept EBT and member numbers through the online portal. Launch is anticipated the week after next. Marketing will be implemented to promote it.
- The past two months show an influx in new members, but hard to determine the impetus.
- Angie reported on more ways they're trying to use the cafe space to maximize sales, while it still cannot be used as a cafe and buffet space.

Victoria moved, Ray seconded to accept the GM/Finance Report. All in favor (6/6), motion carried.

Annual Report - The Board is finalizing their report.

3Q 2020 Operational Plan & Financial Budget – Jaime is delivering a summary of Board requests from the Board to Angie.

Ends Policy #4 – Linkage has talked about reaching out to Jade about other adopted anti-racist policies. The Board decided to ask Jade as part of the upcoming retreat. Ray recapped the Linkage Committee Update item that was part of the consent agenda. The task of defining executive limitations will start at the retreat and in Linkage.

Jaime floated incorporating an environmental justice component to the Board's initiatives. The Board had mixed feelings, but generally wanted to keep any justice promoting and anti-racism efforts within the context of food, based on the wording of Ends Policy #4. The Board discussed the advantages and disadvantages of having specific ends, as opposed to something general like "promoting equity and resilience." Environmental justice issues will not be considered right now. The Board decided to start revising their Ends. They will have an initial Board discussion on it next month to set parameters, then assign it to a subgroup and set a deadline for a few months out.

Board Orientation Plan - The Nominations Committee sought feedback on the plan (attachment) that they produced. Pat emphasized, as a new Board member, his desire for a strong history of PFC. Patty, the previous Board Administration Assistant, published a book on the history that could be loaned out to new Board members in the future. The Board then evaluated if they had completed all the orientation items.

Policy Updates Planning - Will begin with Ends. Will start other policies next year.

Ends Policies 1-4 -

1) *Through our products and services we promote local economy, environmental sustainability, health, and economic justice.*

Double-up Food Bucks and Change For Community support this End.

2) *We enhance and encourage cooperative community.*

Linkage has been reaching out to multiple organizations, as described throughout the last few months' minutes. Referencing the seven co-op principles in this End could be helpful.

3) *We foster participatory ownership through volunteer opportunities, educational experiences and cooperative governance.*

Educational experiences were aplenty before COVID. Volunteer opportunities are scarce, but operational volunteers are a logistical and legal issue, so volunteering needs to be something else meaningful. Pat pointed out that being on the Board or on a committee is volunteering.

Task List –

Assigned Date	Due Date	Lead	Task	Status
09/16/2020		Rosie	Post radio interview on Board News	
09/16/2020		Jaime	Share radio interview in other media: https://soundcloud.com/verydetroit/very-ann-arbor-radio-consume-wisely-september-11th-2020	
09/16/2020		Jaime	Reach out to Patty for epub version of PFC book	
09/16/2020		Angie	Look for copies of PFC history book	
09/16/2020		Jaime, Hannah	Pull together any other loose orientation materials	
09/16/2020		All	Share any feedback on Board Orientation Plan with Nominations Committee	
09/16/2020		Jaime	Make changes on Board Orientation Plan that were discussed during meeting	
09/16/2020		Jaime, Ray, Pat, Victoria, Danielle	Complete orientation elements that weren't completed, based on the Board Orientation Plan	
09/16/2020		Angie, Ken	Post Committee volunteering notice on front store board and/or on website, and how to incorporate it into social media	

Future Meetings— The next regular meeting is October 21, 2020. This will be a virtual meeting.

Meeting Evaluation –

- Good work
- Looking forward to the challenge of policy rewrites
- Board Orientation Plan is exciting
- Thanks Ray for so many years of PFC service so far
- Went well
- Neat to see evolution of Board, even in last year
- Appreciate everyone is chiming in

Executive Session - Jaime moved, Hannah seconded to move into executive session for operations and staffing reasons. All in favor (7/7), motion carried.

Adjournment – Pat moved, Victoria seconded to adjourn the general meeting. Meeting adjourned at 8:09pm. All in favor (7/7) motion carried.

Respectfully submitted,

Rosie Pahl Donaldson, Board Administrative Assistant acting as Board Secretary