

Board of Directors Meeting								
Wednesday, December 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: November Minutes, Absences, Linkage Committee Report, Nominations Committee Report	G.7.7	All	Approve	Minutes, D1, D2, D3
6:50	7:00	E	10	L6 Monitoring Report	L.6	All	Approve	E1
7:00	7:10	F	10	Questions and Comments on GM/Finance Report	G.2.2, M.4	Angie, All	Q/A, Approve	F1a-c
7:10	7:40	G	30	Multi-Year Operational Plan & Financial Budget - Part 1 (2021)	L.3	All	Review draft	G1
7:40	7:50		10	Break				
7:50	7:55	H	5	Task List Review/Future Meeting Date	Board	Admin Asst	Discuss	
7:55	8:00	I	5	Meeting Evaluation	Board	All	Discuss	
8:00	8:01	J	1	Adjournment	Board	All	Adjourn	

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

Location: Virtual Meeting, Bluejeans

Attendance

Board Members Present:

Jaime Magiera (President)
Ray Anderson (Vice President)
Amanda McCreless (Secretary)
Hannah Davis (Treasurer)
Mary Rooney
Pat Zabaya
Danielle Falcon
Victoria Westman

Not Attending

Also attending:

Angie Voiles, General Manager

Call to order – Jaime called the meeting to order at 6:35pm.

Agenda Review – Jaime moved, Mary seconded, to put the Business Plan item into the executive session. All in favor (8/8), motion carried. Hannah moved, Danielle seconded to accept the agenda as amended. All in favor (8/8), motion carried.

Member Comments – No member-owners present.

Announcements, Info-Sharing, Future Scanning, President's Remarks –

- Jaime had originally wanted to be efficient by moving policy reporting to the consent agenda. This will be changed: out-of-compliance policies will be in the regular agenda; in-compliance will be in the consent agenda.

- Columinate events coming up.
- Jaime emailed illustrator of the PFC book--trying to get a master copy of the book.
- Nominations Committee has produced a timetable for this year's nominations
- Jaime encouraged Linkage to talk to more people, outside of Jade and the Kalamazoo people
- Jaime wants to switch task management to a different program called RACI Chart (it is currently an excel tab in the agenda)

Consent Agenda – Ray moved, Hannah seconded to approve the consent agenda. All in favor (8/8), motion carried.

L.6 Monitoring Report -

- News reports are monitored via Google Alerts.
- Jaime suggested that the Multi-Year Plan be labeled in sections so monitoring reports could refer to more specific areas of the Plan.
- Jaime requested a change in the reporting template: show gains in membership (total added), not just total membership. Angie will show this next year.

Pat moved, Hannah seconded, to accept L.6 as out of compliance. All in favor, motion carried.

Questions and Comments on GM's Finance Report –

- Pat asked about success of filling positions. Angie responded that they've been hiring carefully, so it takes a little longer to get the best person.
- Mary asked about the recent drop in Community for Change. Angie suggested two things 1) customer count is lower, and 2) the Mercato transactions don't provide an option to "round up" for the program, where the old manual online orders did.
- Ray expressed concern for Angie's time spent on dealing with disgruntled customers.
- The point of measuring reusable bags is for data to support state policy later. It takes Angie 30-40 minutes to collect this data. This will no longer be reported on monthly, just when the Board asks for it.

Pat moved, Danielle seconded to accept the GM's Finance Report. All in favor (8/8), motion carried.

3Q 2020 Operational Plan & Financial Budget – Moved to Executive Session

Task List –

Assigned Date	Due Date	Lead	Task	Status
		Jaime and Ray	Continue discussion with illustrator of the PFC book for re-release	
		Everyone	Read digital PFC book for errors	
		Jaime	Send out RACI chart example	
	02/17/2021	Angie	Treatment of Members	

Future Meetings— The next regular meeting is January 20, 2021. This will be a virtual meeting.

Meeting Evaluation –

- Very quick meeting
- Harmonious

Executive Session - Hannah moved, Mary seconded to move into executive session for financial matters. All in favor (8/8), motion carried.

Adjournment – Mary moved, Ray seconded to adjourn the general meeting. Meeting adjourned at 7:15pm. All in favor (8/8) motion carried.

Respectfully submitted,

Rosie Pahl Donaldson, Board Administrative Assistant acting as Board Secretary