



Board of Directors Meeting

Wednesday, August 18, 2021 at 6:30pm, Virtual Meeting

<https://zoom.us/j/92456010887?pwd=UERaWG9VR25lb0ZncEVXaC9KQTlvQT09>

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: July Minutes, Absences, Linkage Report	G.7.7	All	Approve	Minutes, D1
6:50	7:00	E	10	Questions and Comments on GM's Finance Report	G.2.2, M.4	Angie, All	Q/A, Approve	E1a-b
7:00	7:05	F	5	L.4.10 Monitoring Report	L.4.10	Angie, All	Q/A, Approve	F1a-d
7:05	7:20	G	15	Policy and Bylaws Discussion	Board, G.5.8	Victoria	Discuss	None
7:20	7:50	H	30	Board Recruitment and Retention		Jaime	Discuss	None
7:50	7:55	I	5	Task List Review/Future Meeting Date	Board	Admin Asst	Discuss	Task List
7:55	8:00	J	5	Meeting Evaluation	Board	All	Discuss	None
8:00	8:05		5	Break				
8:05	8:30	K	25	Executive Session: L.3 Multi-Year Operational Plan & Financial Budget - Part 1 (2021)	L.3	All	Review	K1, K2
8:30	8:31	L	1	Adjournment	Board	All	Adjourn	None

**People's Food Co-op
Board of Directors Meeting Minutes – August 18, 2021**

Location: Virtual Meeting, Zoom

Attendance

Board Directors Present:

Jaime Magiera (President)
Pat Zabawa (Vice President)
Amanda McCreless
Matthew Metzger

Not Attending

Victoria Westman (Secretary)
Ray Anderson

Also attending:

Angie Voiles, General Manager
Jade Barker, Columinate, Board Leadership Development (arrived at 7:00pm)
Marushka

Call to order – Jaime called the meeting to order at 6:44pm.

Agenda Review – **Pat moved, Michael seconded to accept the agenda. All in favor (4/4), motion carried.**

Member Comments – None

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

- Michael reached out to Petoskey co-op General Manager. They have two stores: one store about the size of PFC and a smaller one in Boyne City.
- Michael talked to the leader of the Survey Center in Wisconsin who sent him some relevant reports that they generated.

- Linkage letter to members looks great
- The Board is shifting its focus to encouraging Board applications. It wanted to focus to Policies and Bylaws updates, but Nominations is potentially more temporally important. The Board discussed whether to continue Policies and Bylaws discussions during the regular meeting to relegate it entirely to workshops.
- Jaime is working on PFC's participation in Bike to Work Day in September
- September 19th 2-4pm is the Trash Talk Tour by the Sierra Club.

Consent Agenda – There were a few minor typographical changes to the minutes that were changed. **Amanda moved, Pat seconded, to accept the agenda as amended. All in favor (4/4), motion carried.**

Questions and Comments on GM's Finance Report –

- The seasonal bike rack addition, which consumes one or two parking spaces, will be across the street instead of taking up PFC's curbside pick-up spots
- The PFC Recycle Ann Arbor/DDA meeting still has to be scheduled. It will not happen before the Trash Talk Tour, but it's valuable that PFC meets with stakeholders about waste management

Michael moved, Pat seconded, to accept the GM's Finance Report. All in favor (4/4), motion carried.

L.4.10 Monitoring Report - **Jaime moved, Pat seconded, to postpone acceptance of the L.4.10 Monitoring Report until after Executive Session. All in favor with one abstention (3/3), motion carried.** To accept a report as out of compliance means that it is acknowledged as out of compliance, but there is an acceptable plan to comply. **This item will be postponed until next meeting.

Policy and Bylaws Discussion - The Board skipped this item because the Policies and Bylaws Committee Chair was absent.

Board Recruitment and Retention - Jade attended the meeting to help with this item. Jade's number one priority for co-ops is perpetuation of the Board. A co-op cannot do what it needs to do without a robust Board. Unless policies and bylaws were directly related to Board success (nominations and training), Jade suggests to put that on the backburner.

Michael asked Jade how to put this Board together--it is hard to find people with passion and vision for the Board. Jade responded that the Board needs to put that vision together and articulate it clearly to motivate nominations. Of all the policies the Ends policies can help with this the best.

Practice your elevator speech about why PFC is important and why you should join the Board.

Jade suggested to stop recruiting volunteers to Linkage and other committees--just recruit to Board.

Board Retreat should be nuts and bolts about recruitment.

The Board expressed their concern about the current Board being mostly appointed, but Jade emphasized, again, the importance of having a fully staffed Board, and to appoint as necessary.

Task List –

Due Date	Lead	Task
	Rosie	Reach out to Ken, then Gaia, about Bylaws from 2014/2015
	Board	Select retreat date and length of time

Future Meetings— The next regular meeting is September 15, 2021. This will be a virtual meeting.

Meeting Evaluation –

- Appreciate Jade’s insight
- Good to get direction

Executive Session (L3 Multi-Year Operational Plan & Financial Budget - Part 1 (2021)) - Michael moved, Pat seconded to move into executive session for financial discussion. All in favor (4/4), motion carried.

Adjournment – **Pat moved, Michael seconded to adjourn the general meeting. Meeting adjourned at 8:15pm. All in favor (4/4) motion carried.**

Respectfully submitted,

Rosie Pahl Donaldson, Board Administrative Assistant acting as Board Secretary