

Board of Directors Meeting

Wednesday, September 22, 2021 at 6:30pm, Virtual Meeting

<https://zoom.us/j/92456010887?pwd=UFRaWG9VR25lb0ZncFVxAc9KQTlvQT09>

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 Monitoring	G.7.7	All	Approve	Minutes, D1, D2
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-d
7:00	7:05	F	5	L.4.10 Monitoring Report (postponed from last month)	L.4.10	All	Approve	F1a-d
7:05	7:10	G	5	Policy and Bylaws Discussion	Board, G.5.8	Victoria	Discuss	None
7:10	7:40	H	30	Board Recruitment and Retention		Jaime	Discuss	H1
7:40	7:45	I	5	Task List Review/Future Meeting Date	Board	Admin Asst	Discuss	Task List
7:45	7:50	J	5	Meeting Evaluation	Board	All	Discuss	None
7:50	7:55		5	Break				
7:55	8:20	K	25	Executive Session: L.3 Multi-Year Operational Plan & Financial Budget - Part 1 (2021)	L.3	All	Review	K1
8:20	8:21	L	1	Adjournment	Board	All	Adjourn	None

People's Food Co-op
Board of Directors Meeting Minutes – September 22, 2021
Location: Virtual Meeting, Zoom

Attendance

Board Directors Present:

Jaime Magiera (President)

Pat Zabawa (Vice President)

Matthew Metzger

Ray Anderson

Amanda McCreless (joined during GM Finance Report)

Victoria Westman (Secretary) resigned from the Board earlier in the day.

Also attending:

Angie Voiles, General Manager

Call to order – Jaime called the meeting to order at 6:30pm.

Agenda Review – **Ray 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 –

- Bike to Work Day was successful at PFC, but the event on a whole attracted fewer folks than usual.
- Mike went to CBLD training and found it very helpful and would highly recommend it
- The small concept Target opened up downtown. Pat said folks he talked to were disappointed with its grocery selection.

Consent Agenda – The August minutes say Jade works for NCG, but she works for Columinate. This will be changed. **Ray moved, Pat seconded, to accept the agenda as amended. All in favor (4/4), motion carried.**

Questions and Comments on GM’s Finance Report –

- Pat asked if PFC was struggling with the national hiring trends or experiencing wage pressure. Angie replied that there hasn’t been a worsening in hiring efforts and they’ve recently hired and retained some superb employees.
- Mike asked if there was an employee climate report. Angie said that it had been done in the past, about 5 years ago, but it had a damaging effect on staff morale and is pricey.
- “Payment plan payments” is payments made, not individuals. Its inclusion in the Finance Report is to show how people are paying into the co-op compared to who is getting refunded.
- Ray asked if cashiers were getting any comments from reinvestors that the Board should know about. Angie hasn’t received any comments from staff, which usually means any comments were mundane.
- Mercato orders have dropped severely. Nationally, online sales have generally dropped for Kroger-type stores and small stores.
- Angie and Ken are playing supportive roles, like by creating the Board Benefits Flyer, until they receive direct direction from the Board.
- The Board wants to include “free dinner before meeting” and “annual gift card” in the list of Board benefits.
- Jaime suggested that the photo of the outside of the co-op on the flyer be replaced or altered to show a lighter, “happier” sky
- The Board packet says 8-11 hours of time for Board work, but the flyer says 10-20, which is too much. 8-12 is more accurate.

Pat moved, Ray seconded, to accept the GM’s Finance Report. All in favor (5/5), motion carried.

L.4.10 Monitoring Report - This was postponed from last week. **Pat moved, Amanda seconded, to accept the L.4.10 Monitoring Report as out of compliance. All in favor (5/5), motion carried.**

Policy and Bylaws Discussion - **Michael moved, Ray seconded, to deviate from annual schedule of policy evaluation to focus on Board Recruitment and Retention. All in favor (5/5), motion carried.**

Board Recruitment and Retention -

- The Board reviewed the letter/email to send for recruitment. This will be sent at the beginning of October.
- Recruitment emails should be sent before the holidays--by mid-November
- The Board will not be doing indoor, in-person meet-and-greets at this time
- The Board will do some bagging volunteering

Task List –

Due Date	Lead	Task
	Jaime	Look at responses for retreat day times and talk to Jade

	Angie	Send Customer Experience Report to Mike
09/29/21	Board	Compile feedback on Board Benefits Flyer and give to Angie
	Pat	Add link to Board Packet in recruitment email
	Michael and Angie	Determine when Board members can bag groceries
	Jaime	Get some press
	Michael	Create draft of mission statement (paragraph) from E policies
	Michael	Reach out to Farmers Market
		Check in with Rosie about bylaw updates
	Pat	Reach out to graphic designer of PFC book

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

Meeting Evaluation –

- A little chatty, for better or worse

Executive Session (L.3 Multi-Year Operational Plan & Financial Budget - Part 1 (2021)) - Ray moved, Michael seconded to move into executive session for Board and financial discussion. All in favor (5/5), motion carried.

Adjournment – Ray moved, Michael seconded to adjourn the general meeting. Meeting adjourned at 8:15pm. All in favor (5/5) motion carried.

Respectfully submitted,

Rosie Pahl Donaldson, Board Administrative Assistant acting as Board Secretary