



Mission

The People's Food Co-op of Ann Arbor provides our community with accessible, sustainable, local food and household products as an economically just, member-owned business.

Board of Directors Meeting

Wednesday, March 20, 2024, 6:30pm - 8:30pm - Virtual

<https://us06web.zoom.us/j/92456010887?pwd=UERaWG9VR25lb0ZncFVXaC9KQTlvQT09>

Item	Item Title	POLICY	WHO ?	ACTION	MAT'LS
A	Agenda Review	G.4.1d/G.7.4	Board	Alignment	Agenda
B	Member Comments (10 minute maximum)	G.9	Attendees	Listen	None
C	Consent Agenda: February Minutes Absences Resignation - Conner	G.7.7	Board	Approve	Minutes, Attendance, C1
D	President's Report/Announcements/Future Scanning	Board	All	Info share	D1, D2
E.1	GM's Report	G.2.2, M.4	Angie, Board	Q/A	E1
E.2	Release Restricted Cash (see balance sheet)	L.4.2	Treasurer Pat, Angie	Motion	E2, E3
F	Policy Review - Reporting Calendar Revisions	Board	Susan, Angie	Approve	F1
G	Sculpture Plaza Gardeners Group Creation	Board	Susan, Dan	Approve	G1
H	Member Outreach: Coffee Convos, Community Dinners, etc.	G.8.1, Article VI	Outreach Committee	Discuss, Plan	None
I	Board Elections	Article V; G.13	Elections Committee	Discuss; Plan	None
J	Annual Meeting Planning	Article IV	Conner, Laurin, Susan	Plan; Approve Agenda	I1
K	Sustainable Food Business Coalition - Membership	Board	Susan	Approve	See D1
M	Policy Review - Governance (G Policies)	Board	Dan	Approve	M1
N	Task List Review/Future Meeting Date	Board	Admin Asst	Set	Task List
O	Executive Session - Personnel	Article V.15	Board		None
P	Adjournment	Board	Board	Adjourn	None

**People's Food Co-op
Board of Directors Meeting Minutes - March 20, 2024**

Location: Virtual Meeting, Zoom

Attendance

Board Directors Present:

- Susan Randall (President)
- Conner Levy (Vice President)
- Pat Zabawa (Treasurer)
- Amanda McCreless (Secretary)
- Laurin Wolf
- Dan Gannon
- Colleen Crawley

Not in Attendance

None

Also attending:

- Angie Voiles, General Manager
- Paula Gilbertson, National Co-op Grocers

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

Agenda Review – Colleen moved, Conner seconded to approve the agenda. All in favor (7/7), motion carried.

Member Comments – None.

Consent Agenda – The Board thanked Conner for his service on the Board. Dan moved, Laurin seconded, to accept the consent agenda. All in favor (7/7), motion carried.

President's Report/Announcements/Future Scanning –

- Parking now allowed 45 minutes earlier most weekdays at the County parking lot across from PFC
- UMich Food Summit happening at end of March, through the sustainable food program

Questions and Comments on GM's Report –

- The Downtown Development Authority had a meeting with Angie about the realities of running a downtown grocery store.
- Staff were notified of the closing of the prepared foods and cafe department. Nine positions have been terminated.

Release Restricted Cash - This has been an ongoing discussion. Most of the restricted cash was from a COVID loan that was deposited in the restricted account temporarily, just to put it somewhere cleanly. The movement of the cash is needed to keep PFC flexible. Pat moved, Conner seconded, to unrestrict the restricted cash in PFC's assets. Discussion ensued. Dan inquired as to how necessary it was to use for short term operations instead of a safety investment. Angie replied that the cash was necessary for operations right now. 6 in favor, 1 opposed. Motion carried.

Policy Review: Reporting Calendar Revisions - One-time change to the policy review calendar, moving several spring reporting deadlines to later in the year. Pat moved, Dan seconded, to approve the revised schedule as attached. All in favor (7/7), motion carried.

Sculpture Plaza Gardeners Group Creation - This is to create an adhoc group to fulfill the Board's responsibilities it assumed when formally adopting the park outside PFC via the City's Adopt-a-Park. Amanda moved, Laurin seconded, to form a PFC Sculpture Plaza Gardeners adhoc group for care of Adopt-a-Park responsibilities. Discussion ensued. Pat noted that this is not a Board committee, but specifically an adhoc group as defined. All in favor (7/7), motion carried.

Member Outreach: Co-op Coffee Convos + Board Community Dinners - Next planned Coffee Convo was planned for March 30, but due to the cafe closing and upcoming Annual Meeting, the Board is canceling it. Community Dinners are over for now, due to the closing of Prepared Foods.

Board Elections -

- Ken is in charge of designing paper ballots.
- Pat and Amanda will count ballots.
- The Board requested Angie to search the member list for a person attending the January Community Dinner and C3Convo who expressed interest in Board service

Annual Meeting Planning -

- Conner has the questions prepared for the Annual Meeting panel
- Board is pushing the in-person event, but it will be hybrid
- The Board reviewed the agenda

Dan moved, Conner seconded, to set the Annual Meeting Agenda content as attached. All in favor (7/7), motion carried.

Sustainable Food Business Coalition: Membership - The City’s Sustainability Coordinator, Food suggested PFC join this coalition. **Laurin moved, Colleen seconded, for PFC to join the Sustainable Food Business Coalition.** Discussion ensued. To clarify whose responsibility it is to participate in the coalition, Angie suggested an amendment to say that the PFC Board is joining. Laurin disagreed, as it is a business coalition and the Board is not a business. Instead, it was simply agreed that the Board would be the contact for the Coalition. **All in favor (7/7), motion carried.**

Monitoring Reports: G Governance - Instead of a policy review committee, Dan proposes to establish a full board working group for policy review. **Pat moved, Laurin seconded, to authorize policy review work to begin in this format. All in favor (7/7), motion carried.**

Task List –

Due Date	Lead	Task
	Laurin	Follow up with prospect for Board service (named Dan) following Angie’s records search.
	Angie	Search member database for “Dan”attending Jan community dinner
	Conner	Keep following up with PFC staff about getting Annual Meeting up and running
	All	Meet for first policy review in April

Future Meetings— The Annual Meeting on April 16. The next regular Board meeting is May 15, 2024 at 6:00 p.m.

Meeting Closing - Skipped.

Executive Session - See motion below.

Adjournment – **Pat moved, Laurin seconded to adjourn the general meeting and enter executive session for personnel matters. Meeting adjourned at 8:10pm. All in favor (7/7), motion carried.**

Respectfully submitted,

Rosie Pahl Donaldson, Board Administrative Assistant acting as Board Secretary