

BELFAST CO-OP BOARD MEETING May 24, 2012

PRESENT: Jeanne Gail, Betsy Garrold, Chris Groden, Wayne Kraeger, Paul Nyren, Kip Penney, Phil Prince, Janis Stone, Zafra Whitcomb

GMs: Mylisa Vowles, Chris Grigsby

ABSENT: Mark Dittrick, Debbi Lasky, Bindy Pendleton, Meg Peterson, Jerry Savitz, Tony Swebilus, Joe Jordan

FACILITATOR: Kip, Scribe: Jeanne, Timekeeper: Paul, Vibe: Phil

ANNOUNCEMENTS: None

MINUTES: Accepted as amended: 8 in favor, 0 opposed, 0 abstaining

Web content: no changes

MEMBER COMMENTS: None

GENERAL MANAGEMENT TEAM: Report received. Positive trends in sales, especially local sales up 28% over last year, portend a busy summer. In anticipation of the NCGA bi-weekly sales flyer program, to begin in August, the marketing team is planning trainings. The "member advantage" sale plan will be discontinued, since the flyer items will be discounted for all customers. Concerns expressed over the loss of a special sale items for members may be addressed by varying the pricing of some of the sale products after the NCGA sale period. To ease the workload of the brunch cooks, the deli weekend schedule will be breakfast 8 - 11, then lunch.

FINANCE COMMITTEE: Written and chart format reports received, as well as an extensive handout summarizing discount policies of selected Co-ops. April's sales improved relative to budget and last year; combined with thrifty management of labor and expenses a small profit was realized, not typical for late spring. Cash flow and cash on hand also rose. The finance committee will be examining the costs and benefits of the new sales flyer program for all customers, and also analyzing the senior and employee discounts.

BOARD DEVELOPMENT COMMITTEE: Written report received, with attention to tasks to be completed in Bindy's absence this month. It was moved, seconded and voted unanimously to keep our current slate of officers: President - Bindy, Vice Pres - Debbi, Secretary - Phil, and Treasurer - Jerry. In support of Bindy's request for more help and another real working VP who could be considered in training for the president's role, Kip was voted in as co-vice-president. 8 in favor, 0 opposed, 0 abstaining. Betsy has volunteered to represent Belfast Co-op at the Co-op Maine functions. Phil continues to work on updating the Board Handbook. Board committee sign-ups still need to be finalized. We still need someone to delegate/manage writing of articles for the newsletter. Topics related to last month's questions on Robert's Rules of Order, time-keeping protocol, abstaining votes, and "general consent," were included in the written report, but discussion was tabled until next meeting.

MEMBERSHIP COMMITTEE: Written report received. The Committee offered to take on the role of Customer Appreciation Day Planning rep from the Board. Given the magnitude of assignments generated at the Board retreat, especially surveys and market studies, the committee proposed that one its members attend other Board committee meetings to decide how to delegate and assign some of these projects where applicable. Membership asks all committees to submit questions or information needed in the event of a member survey. Karin Wittmann, a member at large on the membership committee, has professional experience in designing surveys.

BUILDING AND GROUNDS COMMITTEE: Written report received, a draft proposal of considerations to be addressed before taking on expansion or building upgrades. Meanwhile, a ventilation problem in the finance office, likely due to dampness/mold from the subfloor, is being diagnosed and repaired by the builders who did the recent work.

LONG RANGE PLANNING COMMITTEE: Notes from the annual meeting prompted discussions on expansion/ upgrades. Members suggested that LRPers meet with B&G for further analysis; and that given our current financial position it might be wise to take on any upgrades one small project at a time, such as the front door first. The creation of a non-profit, tax-exempt educational arm of the Co-op, a 501(3)c, and assumption of the market study needed for any large expansion, were tentatively broached as projects that the LRP committee might initiate. Chris Groden has experience forming a 501(3)c, and would help with this project.

MANAGEMENT OVERSIGHT COMMITTEE: Next meeting June 5.

WASTE MANAGEMENT AD HOC COMMITTEE: The committee plans to write a piece from the Board for the Co-op newsletter eventually. They reported on progress by by the Belfast City Transfer Station in recycling.

MEETING REVIEW: UNFINISHED BUSINESS:

Phil is CAD Planning Committee Rep and will take charge of the Board table

Handbook: Debbi and Phil continuing work

Board meeting time extension protocol

Code of Conduct issue is yet to be resolved

Co-Scribe

Snacker: Janis and Chris Groden volunteered to come up with proposals

HOMEWORK: Bd Dev: Ascertain if Debbi and Jerry are willing to continue as officers

All: read handout on discount programs and be prepared for discussion

Next Meeting: June 28. Facilitator: Kip