

BELFAST BOARD OF DIRECTORS MEETING

September 27, 2012

PRESENT: Jeanne Gail, Mark Dittrick, Betsy Garrold, Chris Groden, Wayne Kraeger, Paul Nyren, Bindy Pendleton, Kip Penney, Meg Peterson, Phil Prince, Jerry Savitz, Janis Stone, Zafra Whitcomb

GMs: Chris Grigsby, Joe Jordan, Mylisa Vowles

ABSENT: Debbi Lasky, Tony Swebelius

FACILITATOR: Kip TIME-KEEPER: Paul VIBE-WATCHER: Phil

ANNOUNCEMENTS: A card is going around for Debbi

Fedco's fall tree sale will be Friday and Saturday October 12-13, 9-3

The Belfast-Moosehead Train will travel its whole line Oct 21, leaving from the site of the old Passy Bridge off of High Street Ext.

The documentary film "Betting the Farm" about MOO Milk will be shown October 16th at 7 pm at the Colonial

MINUTES: Accepted as amended, 11 +; 0 -; 2 abstained

For web version, 2 strike-outs

MEMBER COMMENTS: none

GENERAL MANAGEMENT TEAM: Written report received. The Co-op continues to surpass budgeted expectations, generating over \$100,000 in August sales of locally produced food. With full implementation of the co-op deal program, member plus program, and flyers as well as end-cap displays, joining NCGA appears to be successful and well received. An article explaining the Member Plus Program is planned for the newsletter.

FINANCE COMMITTEE: Written and chart reports received. The team reported numbers for sales and margins by department for September 2012, compared to prior year, reflecting increases in all areas, attributed to our participation in NCGA. The convener of the committee asks directors, especially the Long Range Planning, Finance, and Building and Grounds committees to make priority proposals regarding building space needs. Next meeting will include voting on next year's budget.

BOARD DEVELOPMENT COMMITTEE: Written report received. The committee is working on Board calendar, retreat plans and topics, such as training for board meeting facilitation, "triple bottom line," growth or "where do we go from here." There was a request by a director that Board committee meeting times be posted by date as well as scheduled week and day: this will be clarified.

MEMBERSHIP COMMITTEE: Written report received. The committee suggested that members might have a say about the proposed re-arrangement of the bread shelving, children's area and membership area, possibly by brief surveys at checkout. In this BOD meeting, directors also made comments about Board input into the GMs' plans. Some wanted more Board control, while others felt that if the proposed changes were within budget and not contrary to any explicit policy, the GMs should make changes to better serve our customers. In committee, ways to make the membership area more functional and inviting were also discussed. The committee again requests of all Board committees that they forward their lists of information they need from the membership for the upcoming survey.

BUILDING AND GROUNDS COMMITTEE: Written report received. The committee reviewed recent and previous proposals for building expansion, but decided that some preliminary steps need to be taken: prioritizing space needs by department, and checking with NCGA for tools or services around

building needs and expansion. They brought a list of 8 items to consider: aisle width, member/customer service area, conference room, improved traffic flow for demos, deli, meat, kitchen and cafe areas, office/break room, and backstock area.

LONG RANGE PLANNING COMMITTEE: Written report received. Gradual steps are being taken on the Non-Profit entity: one lawyer has expressed interest in working with us. Since the Co-op has grown 20% in this year, expansion plans are being discussed in terms of steps or phases. First would be renovations such as expanded office space and a meeting room downstairs, improved front entrance, and possibly extension(s) of the building to the front and/or side(s). Second we could envision building upwards if that is feasible. Finally, a proposed NPO could play a part in future fundraising. (Sec. note: The BOD was not in agreement in what if any form the NPO would or could be involved in physical expansion.)

MANAGEMENT OVERSIGHT COMMITTEE: Written report received, summarizing the GMT evaluation process as it unfolds.

WASTE REDUCTION COMMITTEE: No meeting or report. The Belfast Transfer Station plans to take most kinds of plastic within a month.

PURCHASING POLICY COMMITTEE: No meeting or report. The committee will ask some present and former Directors to look in their files for the 2007 purchasing policy.

MEETING REVIEW: Thanks to the facilitator for hard efforts at keeping us on task: we need to put less time into reviewing the minutes.

HOMEWORK:

- Chris and Debbi to write an article for the newsletter about the MAP/MOP discount
- we vote on the budget next meeting: allow 30 minutes
- a priority needs lists by departments for building expansion plans by Finance, B&G and LRP
- Board Development will work on pre-retreat get-together and on how to manage requests for time extension at Board meetings
- all committees submit information needed for membership survey to membership committee
- certain Directors and former Directors will be contacted and asked to look for 2007 purchasing policy

NEXT MEETING: October 25. FACILITATOR and BOX: Phil. SNACKS: Chris and Janis

END OF MINUTES. Submitted by Jeanne