

BELFAST CO-OP BOARD OF DIRECTORS MEETING MINUTES: July 25, 2013

PRESENT: Jane Aubrey, Ron Braybrook, Cindy Conavan, Jeanne Gail, Chris Groden, Debbi Lasky, Jean Lenderking, Paul Nyren, Bindy Pendleton, Kip Penney, Phil Prince, Jerry Savitz, Zafra Whitcomb

GM: Chris Grigsby, Joe Jordan, Mylisa Vowles; ABSENT: Betsy Garrold, Doug Johnson, Meg Peterson, Janis Stone

MEMBERS: Paul Sheridan, Susie Dexter

FACILITATOR: Kip TIMEKEEPER: Bindy VIBE-WATCHER: Debbi

ANNOUNCEMENTS: 1) The Staff has elected Doug Johnson as their new representative to the Board 2) Community Appreciation Day volunteer sign-up sheet is going around 3) Chris Groden will be away next month

CONSENT AGENDA: After a belated addition of the Long Range Planning note, and a couple of questions/clarifications on Building and Grounds and Membership, the consent agenda was accepted by consensus.

MEMBER COMMENTS: 1) Susie Dexter requests that we place a sign in the parking lot reminding people not to idle their vehicle engines. 2) A member who attended the Long Range Planning member tea requested that we allow cashiers to sit rather than require them to stand for their whole shift.

GENERAL MANAGEMENT TEAM: Update on rearrangement of the bread rack: 2 drawings have been created so far, in collaboration with Building and Grounds. Update on CAD day: most plans are set, only personnel, i.e., Board volunteers, are needed.

FINANCE COMMITTEE: Our Year-to-Date net income is still a little behind budget, held down by the slow second quarter, an inventory adjustment, and unanticipated labor costs, notably some injuries and employee issues, and a jump in insurance which rose 26% rather than 15% as budgeted. Even so, our Days of Cash on Hand, Asset/Liability ratio, and Debt to Equity ratios have improved markedly, signs of financial health. The next capital project is major repairs to the deli kitchen floor. Directors urged managers to tighten up on duplicate products, attempt to lower numbers of employees by attrition, and take action to make a profit so as to permit a patronage dividend.

PURCHASING POLICY COMMITTEE: The committee chair had some questions for the Board to clarify: 1) is the Purchasing Policy committee a standing or ad hoc committee? Answer: depends on the committee's charter, and on whether they are working on projects year-round. 2) Is the purchasing policy subject to annual review? Yes, if we adopt policy governance. 3) Is the policy actually a policy, or just a guideline? As a policy, it is aspirational, rather than prescriptive.

MEMBERSHIP COMMITTEE: An omission in their report: the Co-op tours for new members are not strictly closed to others interested, while the August 24 Saturday tour at 1000 am is for the general public. It will be announced with a press release.

BOARD DEVELOPMENT: Some comments have been received that no Board Meeting minutes have been posted on the website since January, and that people starting up the Marsh River Farmers Market and Stakeholders Co-op couldn't find our by-laws on the website. Also, we decided that summaries of the Board Committee-Members teas be inserted in the Newsletter and on the website.

BUILDING AND GROUNDS: Upcoming projects include structural repairs of water damage to the deli floor, paid for from the operating budget, and then new produce cases.

MEETING REVIEW: HOMEWORK: - All Directors: sign up for CAD, and include some time at the Membership Table - Jean to contact Janis about the Membership Table - Committees: the next Board Committee/Member Tea needs to be scheduled - All Directors: Read pp. 49-57 on Policy Governance in CBL-101 for September.

NEXT MEETING: August 29th--note this is the 5th Thursday, after CAD. FACILITATOR: Bindy, Betsy as back-up. BOXER: Phil

End of minutes. Submitted by Jeanne Gail, Scribe