

Belfast Co-op Board of Directors Meeting Minutes, August 28, 2014

DIRECTORS PRESENT: Ron Braybrook, Cindy Canavan, Chris Groden, Doug Johnson, Debbi Lasky, Jean Lenderking, Alessandra Martinelli, Bindy Pendleton, Kip Penney, Phil Prince, Jerry Savitz, Janis Stone, Zafra Whitcomb

GMs: Joe Jordan, Chris Grigsby

MEMBERS: Jeanne Gail, Scribe

ABSENT: Directors: Nick Bombardier, Betsy Garrold, Meg Peterson, GM: Mylisa Vowles

FACILITATOR: Cindy TIME-KEEPER: Debbi VIBE-WATCHER: Ron

ANNOUNCEMENTS:

1) August 29 is the deadline to mail in FEDCO bulb orders

CONSENT AGENDA:

Accepted by consensus, with one edit.

MEMBER COMMENTS:

1) A member was "irate" over the \$0.29 charge for jelly packets in the deli.

2) David Demere, in a note from 2003. Are members permitted to speak during the meeting after member comment period is over? Brief discussion on whether members should receive permission. Tabled for now.

GENERAL MANAGEMENT TEAM REPORT:

Preliminary estimate of gross sales for the year is \$7,600,000 -7,700,000, a 5% increase over last year. The Co-op Grill in City Park realized less than last year.

On the Patronage Dividend; please see the article in the newsletter explaining it. Suggested was that the Patronage Dividend policy be in the by-laws, or into policy, as policy interpretation. At least, the new edition of the membership brochure should state that while a member's equity is refundable, it is a rare exception to return the retained portion of the Patronage Dividend.

On CAD: Fun! The Belfast police chief praised our good planning, especially regarding public safety.

BOARD DEVELOPMENT: Most of this section was devoted to the Co-op Ends Statement.

General points: It should be specific, focused, and measurable. It's a perfect piece for the newsletter.

Process of writing it: Note that examples of Ends Statements, and a tutorial on writing it were sent out a couple of months ago. Also, Zafra attended a workshop at NCGA describing River Valley Co-op's experience writing theirs. They took eight months, spent thousands, did surveys, focus groups, and hired consultants. We have a consultant: let's use her expertise. Betsy wants us to do brainstorming before writing it. As back-up president, she should have the opportunity to conduct the brainstorming session and write an article for the newsletter about Ends.

It was decided that an ad hoc "working group" will write a draft Ends Statement. Those signing up for this: Ron, Alessandra, Chris Groden, Doug, and Jeanne.

Next topic: reporting calendar under Policy Governance. Board Development will report on C8, and Finance Committee will report on B2 and B3 next month.

MEMBERSHIP COMMITTEE: All committees, please pick a first and second choice date for your "Meet and Greet" tea or coffee in the deli for members. These gatherings will be held monthly, not quarterly.

The membership committee requests more volunteers to plan the Annual Meeting.

PURCHASING POLICY COMMITTEE: The committee reminded us that they did not receive any feedback on their draft policy. They were using the existing mission statement as a guide. They were divided on whether the Co-op should simply choose one product, or give members alternatives.

On the status and role of the PP Committee: As an operational, rather than board, committee, several directors think the PP should be a working group that reports to and advises management. Whether the PP should be a Policy Governance Policy is complicated since purchasing is involved in four of the policies. We realize that the PP committee did a “ton of work,” yet neither directors nor members are professional grocery store managers. The GMs should analyze their draft policy to see if it is workable.

It was decided that Directors who have raised discussion points, and a GM, attend a Purchasing Policy Committee meeting, to thank them and observe. A new meeting time will be set so GMs, Bindy and/or Betsy, and Zafra can attend.

BUILDING AND GROUNDS COMMITTEE: Should the B&G be under the GMs, or dissolved?

This topic was postponed.

MANAGEMENT OVERSIGHT COMMITTEE: Did meet, and worked on their relationship with Human Resources.

MEETING REVIEW: Committees need to be re-defined.

HOMEWORK:

All committees: pick 1st and 2nd choice dates for member teas
Ends Statement ad hoc working group will meet
Membership requests more help for planning the Annual Meeting
Purchasing Policy and others meet at a convenient time
Board Development will report on C8
Finance committee will report on B2 and B3

PARKING LOT:

Status of Building and Grounds committee
Members speaking during main part of meeting: permitted?

NEXT MEETING: September 25, after Common Ground Fair **FACILITATOR:** Cindy

AGENDA FOR NEXT MEETING:

Budget

End of minutes

Submitted by Jeanne Gail, scribe