

Belfast Co-op Board of Directors Meeting

October 27, 2016 6:00pm Waterfall Arts Building, Belfast ME

Directors Present: Ron Braybrook (president), Justin Howard, Patti LeClair (secretary), Alessandra Martinelli (vice president, treasurer), Bindy Pendleton, Lindsey Schortz, Andrew Watkins, Zafra Whitcomb

Absent: Betsy Garrold

GM: Doug Johnson

Staff: Emily Berry (scribe), Jeremy Peskoe

Facilitator: Zafra

Time-keeper: Lindsey

Vibe-watcher: Bindy

Check-In

Ron has been reflecting on our Ends Policy since his attendance at CBL 101 on October 22. Our Ends Policy strikes him as very good for the store but lacking in the area of member and community engagement. The BOD agreed this was something they would like to discuss further at a later date.

Agenda Review

The agenda was approved by consensus.

Announcements

- Robin's Nest Consignment, Patti's business, was granted the New Business Award by the Belfast Area Chamber of Commerce. Robin's Nest celebrates its second anniversary October 29.
- Andrew spent 14 days on a Peace Walk carrying the sign "start the peace with mother earth".
- As a team building effort, on October 15, BOD members volunteered to harvest beets for Veggies for All, a food bank farm that grows vegetables for those in need. The participating directors would like to see this volunteer effort happen again.
- Zafra will be in Minneapolis from October 31 – November 2 to attend NCG's Co+nnect Conference 2016. Co+nnect is an annual 2.5 day conference for co-op staff with finance, accounting and IT responsibilities.

Minutes of Previous Meeting

The minutes of the September 29, 2016 meeting were approved by consensus with the note that Open Book Management is to be capitalized.

Member-Owner Comments

A member-owner felt offended to be asked for a donation by an organization tabling outside of the Co-op and wanted to know if there was a policy that addresses this.

A member-owner commented that when they walk into the store it is continually becoming more open and pleasant.

GM Reporting

Alignment

Bill Gessner, of CDS Consulting Co-op, visited with Co-op management and BOD at the beginning of October to discuss the possibility of physical store expansion. Bill outlined four stages to the expansion process: 1. Feasibility; 2. Preparation and design; 3. Construction; 4. Preparation for the opening. We are currently in stage one which can take anywhere from 3 months to 3 years. The BOD and operations have been working together to create a shared vision for the Co-op's future and operations will continue to streamline processes and increase efficiency in our current space.

Doug attended Rising Tide's Annual Meeting where several members presented their version of "Take Back the Co-op". While reflecting on why this happens, Doug concluded that it is the responsibility of the BOD and management to be proactive in engaging members and encouraged BOD to share their ideas for doing so.

B6 – Staff Treatment and Compensation

The GM noted that an all staff survey conducted in March would provide relevant data to prove compliance has been achieved and wishes to revisit this policy at the April 2017 BOD meeting. The BOD agreed by consensus to change the BOD calendar to indicate monitoring of the B5 policy occur in October and the B6 policy occur in April. In order to accommodate the change for this monitoring cycle the GM will report on B5 in December and revisit B6 in April as requested.

The BOD accepted by consensus the B6 – Staff Treatment and Compensation monitoring report as fundamentally in compliance with the request for more data to support compliance of sub-policy I.

Board Administrative Matters

Bylaws Change Review

There is a formal request to reconvene the Bylaws Committee.

Board Leadership

Ron submitted his resignation as BOD President. The BOD agreed by consensus to the appointment of Alessandra Martinelli to the office of President; Ron Braybrook to the office of Vice President; Lindsey Schortz to the office of Treasurer; and Patti LeClair to the office of Secretary, for the 2016 term.

Responsibilities of directors to the board were also discussed. It was agreed that each director would be expected to participate in one outside development event per year, or at least one per term; and would be expected to attend board meetings prepared to discuss what is presented in the meeting packet.

D1 – Unity of Control

The BOD accepted by consensus D1 – Unity of Control as in compliance. The BOD will address the modified consensus language of the policy at a later date.

Homework

Full BOD

- Review policy C4
- Contact other co-ops' BOD for direction on B6 regarding staff survey and other data used

Bylaws Committee

- Schedule meeting

Zafra

- Create response form for C4 comments
- Update stipend cards

Justin

- Update BOD page on website for officer roles

Scribe

- Update BOD calendar

Next Meeting November 17, 2016 – Agenda

C4 – Meetings

B7 – Board Communication

B8 – Board Support

Membership Committee Charter

The BOD adjourned to executive session to discuss the board nominee target list. No decisions to record.

End of minutes. Submitted by Emily Berry, scribe.