



# BELFAST COMMUNITY CO-OP

## Board of Directors

November 30, 2022; 6:00 pm - 8:30 pm

Virtual Meeting via Web Conference

Facilitator/Timekeeper: Ernie Cooper

Time	Topic	Duration	Board Action/Outcome	Leader
6:00 pm	<b>Preliminaries</b>			Susan
	a. Welcome / Ends Reading	10 min	Present/Listen	
	b. Ground Rules / Working Agreements		Read/Listen	
	c. Agenda Review		Amend/Approve	
	d. Homework Review		Present/Discuss	Scribe
	e. Announcements - Co-op Related	5 min	Present/Listen	All
	f. Owner Comments		Listen	Owner(s)
6:20 pm	<b>GM Reporting</b>	30 min		Doug
	a. Alignment		Present/Discuss	
	b. GM Update Report		Present/Discuss	
6:50 pm	<b>Board Administrative Matters</b>	30 min	<i>Please present ONLY issues that need a Board decision</i>	
	a. Consent Agenda		Accept	Susan
	i. Approve last month's minutes			
	ii. C4 - Board Meetings			
	b. Finance Committee		Present/Discuss	John
	i. Joint Liability Fund			
	ii. UNFI purchasing contract			
	iii. Financial software system			
	c. Capital Campaign		Present/Discuss	Valerie
	i. Pre-commitments			
	ii. Tentative schedule			
	1. In person/Zoom event – presentations and Q&A			
	2. HubSpot and caller trainings			
	3. Mailing			
	4. In store and social media launch			
	5. Phone calling			
	iii. Definitions			
	1. Accredited and non-accredited lenders			
	iv. Board member testimonials			
7:20 pm	<b>Stretch Break</b>	10 min		
7:30 pm	<b>Board Administrative Matters con't</b>	50 min		
	d. Owner Engagement Committee		Present/Discuss	Charlie
	i. Renovation/capital campaign event			
	ii. Seeking additional owner committee members			
	e. Board - Staff Connection Events		Present/Discuss	Cristiane
	i. Holiday Staff Open House			
	ii. February Board-Staff event?		Present/Discuss	Valerie/Cristiane
	iii. Potluck lunch for Board + 1's		Present/Discuss	Valerie
	f. Board Development Committee		Present/Discuss	Sasha
	i. Request Thane as Columinate Consultant		Discuss/Accept	Susan

	ii. Board Stipend donations ORF		Present/Discuss	Valerie
	iii. Candidate Nomination Packet		Discuss/Accept	Susan/Emily
	g. Board member recruitment		Discuss/Accept	Susan

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8:20 pm	<b>Closings</b>	10 min		
	a. Calendar Review		Review/Amend	Scribe
	b. Homework Items		Review/Amend	Scribe
	c. Debrief / Evaluate Meeting		Listen/Comment	All

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8:30      **Public Meeting Adjourned**