



Board of Directors Meeting Approved Minutes

Date: April 8, 2024

Convened: 6:03pm Adjourned: 7:31pm

Directors Present: Manny Leon, Barbara Mendenhall, Arnold Sowell, Alexandria Jang, Delfina Vargas, Bernadette Brogden, Felicia Thomas-Hill, Brian Pimentel

Director(s) Absent: Prasanna Regmi

Staff Present: Tyler Burch (HR Director), Angela Borowski (Finance Controller), Nova Weatherwax (Merchandising Director), Cristina Caylor (Store Manager)

Members and Guests Present: Members attended in person other members attending via ZOOM

Notetaker: Elizabeth Ortiz Meeting Facilitator: Manny Meeting Chair: Manny

PRELIMINARIES

Introductions took place.

Agenda Review:

Motion to approve the April agenda - Bernadette

Second - Barbara

Agenda approved

Tasks from previous meeting reviewed

Tasks reviewed

Member Comments:

No member comments

Office Hours -

Barbara reported on two sessions, there was one person at each session.

One person was a nonmember looking to hold teaching sessions.

A member did come and speak about store changes.

Consent Calendar:

Motion to approve the Consent Calendar which includes the March meeting minutes - Alex

Second - Brian P.

Motion approved

GM Update:

Currently we are accepting nominations for the Make Everyday Earth Day program.

April 24th is Brian Munns return date.

Jolie is working as the Interim Marketing Manager since Stacie's last day was last week.

We are still doing interviews for the Grocery Manager. We are also recruiting for a Produce Manager but have not started interviews.

Switch upgrades have been very successful, no issues this far.

We harvested over 70,000 lbs of Navel Oranges at our farm, the season is now done.

Floor sealing in the food service department has been done.

There will be repainting parking lines near the Aardvark building tonight.

Staff survey is starting next week, we are using a new platform and are excited to see the outcome.

Committee Updates:

Nominations Committee Update

Brian P. stated that the Run for the Board Forum at Revolution was very successful; it provided a more intimate setting for people to ask questions. Personally the one on one setting allowed the conversation to flow more naturally rather than a direct Q&A session.

Executive Committee Update

Alex shared the duties of the Executive Committee.

Finance Committee

Next month the Board will be reviewing the B1 GM Monitoring report and will need a meeting before then.

Action Items:

Member Engagement Committee Plan

Felicia briefly went over the plan and the discussion that was had at the last meeting. The committee will be holding tables at the Wellness Fairs, also the Board will continue to host office hours. The committee spoke about other events to drive member education. She also stated that the committee spoke about partnering with the round up at the register program to further education within the store.

Bernadette spoke about doing zoom sessions with farmers, pre recorded interviews. Also explained that new member mixers or member only events are wanted.

Motion to approve the Member Engagement Committee Plan as presented in the Board packet - Brian P.

Second - Delfina

7 approved / 1 abstain

Motion Approved

Discussion Items:

Mini Gallery of Expectations -

Alex explained that Barbara, Bernadette and Hether met after the last meeting.

Bernadette explains that while the three of them met, they agreed on three categories that should be focused on: member outreach, education and training of Board Directors, succession planning(GM and Board Leadership).

Member outreach - looking over the charter and being specific

Education and training - New Board Director orientation, making sure the executive committee has a plan for when that comes up

Succession planning - Executive limitation report for GM Succession planning, tracking a way to see who is being trained to be an IGM. Also, having more than one person ready to be an IGM. Ensuring the Board Chair has a plan as well.

Discussion about potential tasks from the presentation was had.

CLOSINGS: Review Board Calendar, Tasks & Assignments

Announcements

Barbara made an announcement about a former employee's passing.

New Helvetia Brewing is now a cooperative.

Appointment for a Board Director - Bernadette is leaving the Co-op and now resigning from the Board May 1st. There will also be a vacancy for the Policy Committee Chair.

Tasks/Assignments

1. Schedule a Finance Committee meeting
2. Send Executive Committee invite out

ADJOURN MEETING AT 7:31pm

Motion: Bernadette

Second: Brain P.

Motion approved

Respectfully submitted by,
Lizz Ortiz
Board Administrator