



# Board of Directors Meeting Approved Minutes

Date: October 14, 2024

Convened: 6:07pm Adjourned to closed session: 7:33pm

Directors Present: Manny Leon, Barbara Mendenhall, Arnold Sowell, Alexandria Jang, Brian Pimentel, Prasanna Regmi (left at 7:07pm), Bernadette Brogden, Delfina Vargas, Kelsey Brewer

Director(s) Absent: Felicia Thomas-Hill

Staff Present: Brian Munn (General Manager), 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: Lizz Ortiz Meeting Facilitator: Manny Meeting Chair: Manny

## PRELIMINARIES

Introductions took place.

### Agenda Review:

Motion to approve the October agenda - Brian P

Second - Barbara

Agenda approved

### Tasks from previous meeting reviewed

Tasks reviewed

### Member Comments:

No Member Comments

Board Office Hours comments - September:

Barbara attended two office hours events, and spoke about a lady who came into office hours regarding operational issues - the bike rack. Another member spoke about the debts from the Elk Grove location.

### Consent Calendar:

Motion to approve the Consent Calendar which includes September meeting minutes - Brian P

Second - Arnie

1 abstain / 7 yes

Motion approved

### GM:

#### GM Update

Brian M spoke about possibly getting bike lockers rather than a bike rack but this is a decision that will have to be made by the City.

Fiscal 2024 finished really strong, currently putting together the financials.

The Member survey went out today, by 12pm we had over 300 surveys taken.

We bought the Farm Truck! Hoping to see some more items from our farm.

Our Marketing Manager has moved on, the position is posted back up and will be talking to a recruiter on Friday.

Brian will be out of the Co-op but available next week while at the XXL conference.

Kim Tucker - Ops meeting was completed on Oct 1, with all departments represented. They spoke about issues that needed to be addressed and how to move forward to better align staff. Discussed the growth of the Co-op and how that can look when moving forward.

Digital membership survey deployed today.

Board Retreat, 5:30pm Nov 8th at Revolution.

### **Action Items**

#### Seat New Board Directors - Election Report

Motion to approve the Election report as submitted in the Board Packet - Brian P  
Second - Delfina

Motion approved

#### Elect Board Chairs

Motion to nominate Manny to serve as the Board Chair - Barbara  
Second - Arnie

Motion approved

Motion to nominate Alex to serve as the Vice Chair - Delfina  
Second - Barbara

Motion approved

#### Committee Chairs

Motion to nominate Arnie as the Finance Committee Chair - Manny  
Second - Bernadette

Motion approved

Motion to nominate Barbara as the Policy Committee Chair - Brian  
Second - Delfina

Motion approved

Motion to nominate Bernadette as the Member Engagement Committee Chair - Prasanna  
Second - Brian P

Motion approved

Motion to nominate Brian P as the Nominations Committee Chair - Delfina  
Second - Arnie

Motion Approved

Motion to nominate Laura Kerr as the Election Committee Chair - Manny  
Second - Bernadette

Motion approved

#### Board Member Committee Seating

Motion to appoint Delfina and Prasanna to the Finance Committee - Barbara

Second - Bernadette

Motion approved

#### Board Attendance Meeting Schedule

Recommend that Zoom option only be available for excusable reasons when Board Directors are absolutely not able to attend in person.

Attendance Tracker added to the Board Packet starting in October every year.

Motion to assign the Policy Committee Chair to look at current online attendance policy - Manny  
Second - Alex

Motion approved

#### **Discussion Items**

##### Standing Committees - Member Appointments

Discussed the advantages and disadvantages of having staff on Board committees.

Talked about the process of how every member is appointed to a committee.

Looking at the Code of Conduct.

Relaying that it is up to the chair of each committee to recommend qualified candidates to be on the committees.

Checking if a previous employee left on good terms.

#### November Retreat Nov 9

8:30 am breakfast

9 am start time

4:30 pm Closing

#### **CLOSINGS: Review Board Calendar, Tasks & Assignments**

##### **Announcements:**

Manny discussed the B policy tracker

Finance committee needs to have a meeting

##### Tasks/Assignments

1. Finance Committee Meeting
2. Policy Committee - attendance policy

#### **ADJOURN MEETING to Closed Session AT 7:33pm**

Motion: Alex

Second: Barbara

Motion approved

#### **Closed Session Minutes - 10/14/24**

Attendees: Arnie Sowell, Barbara Mendenhall, Manny Leon, Alexandria Jang, Brian Pimentel, Kelsey Brewer, Delfina Vargas, Brian Munn

Director(s) Absent: Bernadette Brogden, Prasanna Regmi

Called to order by Manny Leon at 7:42pm

Motion to expel membership from member Josh Taylor by Manny Leon, seconded by Barbara Mendenhall

-passed 6-0-2 (for-against-abstain).

-a letter will be sent to inform the member of their expulsion and that paid equity can be refunded.

Motion to adjourn meeting by Barbara Mendenhall; seconded by Brian Pimentel.

Meeting adjourned at 7:49pm

Respectfully submitted by,  
Lizz Ortiz  
Board Administrator