



# Board of Directors Meeting Approved Minutes

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Date: November 11, 2024

Convened: 6:03pm Adjourned: 6:58pm

Directors Present: Barbara Mendenhall, Arnold Sowell, Alexandria Jang, Brian Pimentel, Prasanna Regmi, Bernadette Brogden, Delfina Vargas, Kelsey Brewer

Director(s) Absent: Manny Leon

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

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

Notetaker: Lizz Ortiz Meeting Facilitator: Alex Meeting Chair: Alex

## **PRELIMINARIES**

Introductions took place.

### **Agenda Review:**

Motion to approve the November agenda - Barbara

Second - Bernadette

Agenda approved

### **Tasks from previous meeting reviewed**

Tasks reviewed

### **Member Comments:**

One member comment came in, regarding the consideration of opening another location, Brian M will send a response soon.

Board Office Hours comments -

October: One comment came in and was shared with the Board at the Board retreat. Brian M will be responding to this comment.

### **Consent Calendar:**

Motion to approve the Consent Calendar which includes October meeting minutes - Barbara

Second - Delfina

Motion approved

### **GM:**

#### GM Update

Currently we are still hiring for the Marketing manager position, two interviews have happened this week. Round two will happen after Thanksgiving.

Brian sent out a review / shout out that came from a former Whole Foods Executive, they shouted us out stating we are the best in class for the type of market we are in.

Currently Member Month ! There is a wine sale happening this month, save 20% on \$100+ of wine.

Holidays are in full swing, we have some turkeys in, final shipment will be here next week. Working on signage to help direct customers through their holiday shopping.

### B1 - Financial Condition

Motion to approve the B1 - Financial Condition as presented in the Board packet - Barbara

Second - Delfina  
Motion Approved

B3 - Asset Protection

Motion to approve the B3 - Asset Protection as presented in the Board packet - Bernadette

Second - Kelsey  
Motion Approved

**Committee Updates:**

Finance

The Finance Committee had a meeting. They discussed that they will have the discussion about the patronage refund in the December meeting.

**Action Items:**

Board Member Committee Appointments

Motion to remove Delfina from the Finance Committee and appoint to the Policy Committee - Alex

Second - Bernadette

Motion Approved

Motion to appoint Bernadette and Barbara to the Election Committee - Alex

Second - Delfina

Motion Approved

Motion to appoint Kelsey Brewer to the Nominations Committee - Brian P

Second - Delfina

Motion Approved

Motion to appoint Kelsey Brewer to the Member Engagement Committee - Bernadette

Second - Delfina

Motion Approved

Member Committee Appointments

Motion to appoint Tim Olson and Amanda Buckingham to the Finance Committee - Arnie

Second - Alex

Motion Approved

Motion to appoint Georgiana Pfof to the Policy Committee - Barbara

Second - Delfina

Motion Approved

Motion to appoint Kim Tucker to the Nominations Committee - Brian P

Second - Delfina

Motion Approved

Attendance Policy

Barbara explained that at the last meeting our Board Chair questioned the attendance policy for the Board Directors' attendance at Board meetings. The request was sent to the Policy Committee Chair to clarify the attendance policy. This is now provided in the Board packet.

Motion to approve the revised C4 policy as revised in the Board packet - Barbara  
Second - Delfina

Directors discussed adding in verbiage regarding if someone wanted to leave a Board meeting early.

Barbara withdraws her previous item.

Motion to approve revised item 6 in the C4 policy - Bernadette  
Second - Kelsey

Motion approved

The Policy Committee will bring back item 7 in the C4 policy in the December meeting.

#### Columinate Contract

Motion to opt into the Regular (\$7,950) Columinate contract with Rose-Marie as our new consultant for 2025 -  
Bernadette  
Second - Alex

Motion approved

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

#### **Announcements:**

Thank you to Lizz for being the Board Administrator and providing support to the Board.

Prasanna spoke about the Finance committee meeting.

#### Tasks/Assignments

1. Policy committee C4 item 7
2. Finance Committee Meeting
3. Bernadette will bring Member appointments for the Member Engagement Committee

### **ADJOURN MEETING AT 6:58pm**

Motion: Barbara  
Second: Brain P  
Motion approved

Respectfully submitted by,  
Lizz Ortiz  
Board Administrator