**Springfield Food Co-op**

**Board of Directors Meeting**

**April 24, 2017 6 p.m.**

**Members present:** Brooke Decker, Jane Sandelman, Lyndsie Perkins, Carrol Veltrop, Kelen Beardsley, Steve Greene, Cherie Harris

**Ex-officio:** Neomi Lauritsen

**Recording officer**: Lucy Georgeff

Meeting called to order: 6:00 p.m.

**Welcome and agenda review:** Board adds discussion of CFNE loan to agenda.

**Approving minutes of March 30th:**  One minor edit made to add Kelen’s abstention to last meeting’s minutes approval. Jane will not be submitting newsletter article but rather Carroll, who will submit anarticle for May and June.

Jane moves to approve the minutes of March 30th, Cherie seconds. Motion passes with 2 absentions.

**GM Monitoring**

**B1: Financial Conditions and Activities**

Great sales growth for quarter 4 and the end of March in particular. The new Front End Manager (Ali) had been in position for nearly two months by then and her team-building efforts are having a great effect. Net income positive for the year, slightly negative for the quarter. Carroll confirms that this report reflects the loss that we were projecting; however, the loss isn’t as great.

Brooke moves to accept B1 as submitted with acknowledgement of one non-compliant item. Jane seconds, motion passes unanimously.

**B6: Staff Treatment and Compensation**

Neomi gives the Board the presentation that the consultant prepared for the managers. Scores went up for the most part since the July survey yet still some scores are low. The consultant interviewed 7 staff members in person. The Board discusses the results and what management implemented in order to work on improving scores.

Steve moves to accept B6 as submitted, Carroll seconds. Motion passes unanimously.

**GM FYI**

Co-op is cutting back a little on what we donate. 1809 active members. Sales growth 9.8% in March. Produce pulled out positive sales growth in March. Produce Manager (Lisa) is working hard with the NCG consultant to improve numbers. Sustainability committee has had 1 meeting. Many refrigeration repairs in March. Neomi is headed to Durham, NC, for the NCG spring meeting. Carroll speaks about the NFCA annual meeting she attended with Neomi and Lucy in March – inspiring!

**Board self-monitoring**

D2: Accountability of the GM

Board self-rating: 5/5

**Committee Updates**

Member engagement committee (Carroll and Post): Carroll recaps the patronage rebates forum – it went well. 7 people attended, representing 5 voting households out of 30 households invited. All positive and supportive feedback. The highest co-op stakeholders are in support of moving forward with rebates. Attendees were excited about possible expansion.

Next phase: printing cards to stuff in shopping bags and putting up notices around the store. Jane will give material to Ali (marketing) to put on the website. Board discusses messaging and the possibility of having an informational board table in the store with 1 or 2 board members to staff it. Member engagement will come up with a schedule.

Market study update (Jane): survey is completed. Carroll will enter list into Excel. Board will send consultant address of locations to be included in study: two within downtown area, two outside. Neomi met with Bob Flint recently to discuss Springfield possibilities. Results of the market study should be back by 2 months at the latest.

Bylaw Committee (Jane and Brooke): Committee presents draft of bylaw changes and board discusses at length. Board discusses allowing businesses to purchase memberships for their employees as a benefit but decides that’s a separate decision that needs research, and is not a bylaw issue.

Volunteer/working members: Committee does not recommend a change at this time – Co-op will continue to allow working member program.

Board will begin ballot voting and require 50 votes to pass a decision.

Board looks at the fiscal bylaws that originally referred to patronage dividends – committee will just update this language.

Next step is to get changes reviewed by a lawyer and send out to all Board members for review.

Annual Meeting Committee (Lyndsie, Kelen, Post, Jane Brooke): Hartness House is working on creating a good deal for the co-op. The Great Hall is too expensive to rent. This year is the co-op’s 25th anniversary. Neomi recommends inviting the NCG and NFCA. Lucy is putting together interviews with some founding members.

Lyndsie, Kelen, and Post will be the party-planners and Brooke and Jane will take care of the mailing.

**CFNE loan**

Neomi saw the appraised value of the condo units we own – higher than current worth. She is assisting lawyers with communication and document retrieval.

**Board recruiting**

Board needs two new members. Steve spoke with Caitlin, director of the Springfield Chamber of Commerce. She is interested. Steve will invite her to May meeting. Jane will reach out to Walter Martone and Mark Kimball.

**Open session**

Brooke notes that next month’s task list includes a bylaw change forum. Board will provide copies of the bylaw changes for members at their informational in-store table.

**Next meeting:** Thursday May 25th

Steve moves to adjourn meeting at 8:03 p.m.; Brooke seconds. Motion passes unanimously.

Respectfully submitted,

Lucy Georgeff