

**Springfield Food Co-op  
Board of Directors Meeting  
August 30, 2018 6 p.m.**

**Members present:** Lindsay Post, Kelen Beardsley, Caitlin Christiana, Brooke Decker, Carroll Veltrop, Steve Greene, Jane Sandelman

**Ex-Officio:** Neomi Lauritsen

**Recording secretary:** Lucy Georgeff

**Guests:** Marianne Chapin, John Vorder Bruegge

**Meeting called to order:** 6:15 p.m.

**Co-op stories:** Caitlin is very excited about the new breakfast bowls being served in the deli

**Approving the minutes of May 24th:** *Lindsay moves to approve the minutes as submitted; Brooke seconds; Motion passes unanimously.*

**Annual meeting wrap up:** Feedback on meeting held at Trout River Brewery in June. Jane - meeting would be hard to improve upon. Lindsay - hard to hear, need sound system. Good turn out. Some people wanted a food option that was gluten-free, dairy-free, and vegan.

**Board self-monitoring**

In the interest of time, Board does not read through policies aloud.

**C1: Purposes and Aims**

Self-rating: 4.75/5

**C2: Governing Style**

Self-rating 4.9/5

**C4: Agenda Planning**

Self-rating 4.8/5

**C5: Board Meetings**

Self-rating: 4.8/5

**GM FYI Report**

Board does not have questions for Neomi. Neomi highlights improvements in bulk.

**GM Monitoring**

## **B: Global Constraint**

*Brooke moves to accept B as submitted, Lindsay seconds. Motion passes unanimously.*

## **B1: Financial Condition, Q1 results**

Remarkable results (Jane). 18.4% sales growth for quarter, net income is up. Lucy and Neomi have been talking about raising the benchmark for net income. Managers are all working hard and enjoying the work. Budget update is put off today because of time constraints, but we will look at budget with next B1. Steve notes that cash keeps going up.

*Steve moves to accept B1 as submitted, Caitlin seconds. Motion passes unanimously.*

## **FYI: Tax Filing Status**

State taxes are filed, federal extension filed while return is being reviewed by Bruce Mayer, senior partner at Wegner CPA's.

## **B6: Staff Treatment**

Wonderful survey results. Worst scores on compensation and benefits. Lindsay wonders how we could improve. Neomi: going to do more about recognition for staff efforts. Lucy will run some numbers to see if we can add more PTO. Front end has been reducing front end labor by maximizing staff hours. Store is a little nervous about holiday hours. Credit card terminals are slow. Discussion about relieving some of the pressure on registers.

*Brooke moves to accept B6 as submitted, Lindsay seconds. Motion passes unanimously.*

## **Upcoming Board of Directors Engagement**

October is National Co-op Month. Store is planning to do a membership drive. If Board has any news for membership, that would be welcome. Suggestion: kombucha with the board upstairs. There is a bulletin board behind registers specifically for board news. It needs regular updating. Could include a timeline of any expansion projects. Will need a communication center and a "campaign carrot" to show progress if we do a capital campaign.

As for the member drive, the board could support staff on this. Ali has designed a card with member benefits. Business cards coming soon, as are cards that staff can give to customers with whom they talk about membership, and co-op will reward staff if a member signs up and shows their card. Neomi is talking to businesses about buying in bulk. Neomi would love to have board members in the store twice or once a month.

Marianne and John introduce themselves to the group, the Board goes around and introduces themselves.

Board discusses the Board-to-Board Peer Network Training on Sept 15 (White River, VT), and Co-op Cafe on October 13 (Keene, NH). Neomi will send info to new prospective board members.

### **Open Session**

Question from guest: how does a volunteer become a new board member? Lindsay explains that the Board will vet new prospective members after this meeting. Board explains the annual board retreat and which dates are typical board meetings (4th Thursday of month). Board has 10 meetings a year. Board follows policy governance. Board speaks with one voice. Board does not get involved in the operations of the store.

***Lindsay moves to move into executive session at 7:30 p.m., Kelen seconds. Motion passes unanimously. Topic: Expansion Conversation***

*Lindsay moves to come out of executive session at 8:05 p.m., Brook seconds. Motion passes unanimously.*

### **Open Session**

Neomi revised Appendix H: member benefits structure in the policy register. Old version contained old bylaws and discount structure.

*Steve moves to adjourn at 8:10 p.m., Lindsay seconds. Motion passes unanimously.*

Respectfully submitted,  
Lucy Georgeff