

Bluff Country Co-op Board Meeting Minutes

Monday, September 14, 2015

5:30 pm – 8:00 pm

Faith Lutheran Church

Attendees: Melissa Gordon

Board Members Present: Lynn Carlson, Rachel Kimman, Mary Kirk, Ann Lichliter, Aurea Osgood, Charlotte Roraff

Absent: Dawn Schreiber, General Manager

Board Members Absent: Ellen Brand, Mollee Sheehan

TOPIC	DESCRIPTION	ACTION/OUTCOME		
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		Yay	Nay	Abstain
Task Review	<ul style="list-style-type: none"> • Tasks that were carried over: <ul style="list-style-type: none"> ○ Consider potential long-term staff to be recognized at the Annual Membership Meeting and appropriate gifts for them. ○ Consider the idea of recognizing long-term owners at the Annual Membership Meeting. 			
Policy Register Awareness/Reviews/Review d4 – Monitoring GM Performance	<ul style="list-style-type: none"> • Aurea read through d4. • It was determined that d4 needs to be rewritten to reflect better dates. 			
Approve Minutes of August Board Meeting	<ul style="list-style-type: none"> • Changes were made. • Rachel motioned to approve the August board meeting minutes. Charlotte seconded. 	6	0	0
GM Monthly Update	<ul style="list-style-type: none"> • GM Monthly Report was discussed. • Sales were amazing last month. • The board likes that new product information will be 			

Report	<p>shared with staff and customers.</p> <ul style="list-style-type: none"> It was noted that the first meeting with the Development Cooperative occurred Sept. 8. 			
GM Report b8 Board Logistical Support	<ul style="list-style-type: none"> Aurea motioned to approve b8. Charlotte seconded. 	6	0	0
Board Monitoring c8 Governance Investment	<ul style="list-style-type: none"> The board likes the new format of survey responses. The board asked for the following changes to be made in future surveys: <ul style="list-style-type: none"> List the introduction statement not as a question, but as introductory text to contextualize questions List subpoints as such on questions (e.g. 1A, 1B) Mary motioned to approve the Board Monitoring c8. Charlotte seconded. 	6	0	0
Consider Continuing Directors for 2016 Officer Appointments	<ul style="list-style-type: none"> Aurea motioned to nominate the following individuals for officers: <ul style="list-style-type: none"> Ann Lichliter, for president Charlotte Roraff for vice president Mollee Sheehan for treasurer Mary Kirk for secretary Lynn seconded. The board members present accepted the nominations. The board voted to assign these officers for 2016. (The vote is contingent on Mollee's acceptance.) 	6	0	0
Education/Learning	<ul style="list-style-type: none"> Nov. 7 is a board development conference. Lynn will include details on the board professional development calendar on Drive. 			
Discuss/Plan Annual Membership Meeting	<ul style="list-style-type: none"> All board members will review Aurea's Powerpoint presentation, and get changes or new information to her by September 30th. Aurea will update the Powerpoint and add it to the October board packet, as well as email it to all board members. The Powerpoint and agenda will be reviewed at the next board meeting. We will have a dry run for the AMM on Tuesday, November 3, from 6:30-7:30pm. Room to be determined. Aurea will reserve a room at WSU; Lynn will also look into reserving American Legion for dry run. 			
Social Equity Committee Update	<ul style="list-style-type: none"> Ann will talk with Dawn when Dawn returns about the potential non-profit and the abandoned equity. 			

Discuss Board Candidates	<ul style="list-style-type: none"> Each board director reached out to owners. Some said no. Some are still thinking about it. 			
Check in with Joel Kopischke	<ul style="list-style-type: none"> The board decided on date for check in with CDS consultant Joel Kopischke: Wednesday, September 30, at 7:30pm Call: (218) 844-1930. Code: 693 0762 			
Meeting Adjourned	<ul style="list-style-type: none"> Charlotte motioned to adjourn the meeting. Rachel seconded. Meeting adjourned at 8:19PM. 			

TASK	RESPONSIBLE PARTY
<ul style="list-style-type: none"> Carried Over: Consider potential long-term staff to be recognized at the Annual Membership Meeting and appropriate gifts for them. 	Dawn
<ul style="list-style-type: none"> Carried Over: Consider potential long-term owners to be recognized at the Annual Membership Meeting. 	Membership Outreach Committee
<ul style="list-style-type: none"> Updated board packet on Drive should be uploaded to website 	Melissa
<ul style="list-style-type: none"> Create committee folders in new Board Committee Folder 	Melissa
<ul style="list-style-type: none"> Update board of directors contact list/committee list 	Melissa
<ul style="list-style-type: none"> Create a calendar for upcoming conferences/trainings and share editing access on Drive. Include the following: <ul style="list-style-type: none"> Sept. 19: CDS Cooperative Business Leadership Development Nov. 7: Small But Strong – Securing Your Food Co-op’s Future 	Lynn
<ul style="list-style-type: none"> Regularly check and update calendar of upcoming conferences and trainings 	All Board Members
<ul style="list-style-type: none"> Update d4 of Policy Register, including dates that better represent our timeline. Send an email to board once d4 has been changed. 	Lynn
<ul style="list-style-type: none"> Review August 2015 policy register to be voted upon at next meeting. 	All Board Members
<ul style="list-style-type: none"> Pick policy from Policy Register to present at Oct. board meeting. 	Rachel
<ul style="list-style-type: none"> Ensure that most recently revised Policy Register (Aug.) is on Bluff.coop 	Melissa
<ul style="list-style-type: none"> Review and complete task list in 2015 AMM Planning document 	All board members, Dawn, Melissa
<ul style="list-style-type: none"> Create the survey using suggestions from board. 	Melissa
<ul style="list-style-type: none"> Add to October agenda: <ul style="list-style-type: none"> AMM Planning (review of agenda and PPT) Policy Register Review (go over changes) 	Lynn and Dawn
<ul style="list-style-type: none"> Check in with CDS consultant Joel Kopischke: Wednesday, September 30, at 7:30pm. Call: (218) 844-1930. Code: 693 0762 	All board members and Dawn

