

Bluff Country Co-op Board Meeting Minutes

Monday, August 14, 2017

6:00 pm – 8:30 pm

Winona State University, Minné Hall Room 239

Attendees: Dawn Schreiber, General Manager, Melissa Gordon, Administrative Assistant, Julie Fassbender

Board Members Present: Ann Lichliter, Board President, Jen Baechle, Coleen Bremer, John Chernega, Mary Kirk, Aurea Osgood, Deb Pelowski, Johanna Rupprecht

Board Members Absent: Rachel Kimman

TOPIC	DESCRIPTION	ACTION/OUTCOME		
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		Yay	Nay	Abstain
Owner Forum	<ul style="list-style-type: none"> No owners were present. 			
Task Review from July meeting	<ul style="list-style-type: none"> Two items were carried over (see task list below). 			
Review July Minutes	<ul style="list-style-type: none"> No changes. Mary motioned to approve the July minutes. Johanna seconded. 	5	0	1
Closed minutes	<ul style="list-style-type: none"> John will get closed minutes to rest of board. 			
Strategic Planning	<ul style="list-style-type: none"> Julie Fassbender facilitated the board in going through the “2017 5-Year Goals” spreadsheet. The board reviewed the steps, deleting some tasks, adding news ones, and assigning all remaining tasks to an owner. <ul style="list-style-type: none"> Each committee should continue this work with its own tasks, and the full board will finish the full board tasks at the September meeting. Once every box is filled in, Melissa will save a master copy. The working copy can be sorted by deadline, committee, owner of task, etc. Each committee will report progress on its goals during committee check-ins. The board then discussed their goals. Several key points 			

	<p>arose:</p> <ul style="list-style-type: none"> ○ The line between board work and staff work is sometimes blurry. The board needs to feel comfortable and confident enough to communicate when they're not sure whose responsibility a specific task is. ○ The board needs to speak with one voice. When it comes to committee work, committees can only do so much before bringing their work back to the full board. ○ In considering their roles and the work they do, committees should consider how they can help meet the board's mission and the store's ends. (The board's mission and the store's ends have both been created by the Board. The mission represents the purpose of the board and the ends are what the board uses to assess the GM.) ○ Perhaps committee charters need to be rewritten to explicitly state which ends are being served. ○ Non-board-member committee members may not know the board's mission or the store's ends. Perhaps the board needs to design a document that explains the role of committees and how they fit into the work of the larger board. 			
C7 Monitoring: Board Committee Principles	<ul style="list-style-type: none"> • Regarding #1, questions arose about what the phrase "the wholeness of the board" means. <ul style="list-style-type: none"> ○ The subpoint (#1a) gives a clue: "committee help the whole Board move forward by researching alternatives..." ○ We incorporate the committees so we can achieve all that we want to achieve. ○ Coleen, Jenn, and John will review the language of C7 and, if necessary, draft a new version. 			
B8 Board Logistical Support	<ul style="list-style-type: none"> • It is wonderful to have an administrative assistant for the board. • John motioned to approve the B8 Monitoring Report. Aurea seconded. 	8	0	0
GM Update; Expansion	<ul style="list-style-type: none"> • Nothing more to add than what's already in the report. • It's not fun to give bad news about the deli cooler. We're still working with the insurance company for the loss of food. • This week is a particularly rough week of the expansion. Everything in the store will move except for produce. Next 6 weeks will be challenging for a variety of reasons. Please stop in and be positive and say thank you to the staff. 			

Questions Regarding Committee Updates	<ul style="list-style-type: none"> • Next Catholic Worker meal is August 18. Ingredient list is in the store if you'd like to donate. • The Board Development Committee is planning a meet and greet for Saturday, August 26, 10:30-noon at Blooming Grounds. 			
Questions Regarding Approving Member Cancellations	<ul style="list-style-type: none"> • Ask Joel about this during the phone call this Wednesday at 8:30am. • Add this to the September agenda. 			
Leadership Roles 2018	<ul style="list-style-type: none"> • Contact Ann if you're interested in an officer role or if you'd like to nominate someone else for an officer role. • September's education topic is leadership. This discussion will hopefully assist the board in determining new officers. We will vote on officers during October meeting. 			
Meeting Adjourned	<ul style="list-style-type: none"> • Meeting adjourned at 8:45PM 			

TASK	RESPONSIBLE PARTY
<ul style="list-style-type: none"> • Carried over from July meeting: Add template for hosting Catholic Worker meal to Social Equity Committee folder and send link to board. 	Johanna
<ul style="list-style-type: none"> • Carried over from July meeting: Email Ann with your suggestions for who should be in officer positions. 	All Board Members
<ul style="list-style-type: none"> • John will get July closed minutes to rest of board. 	John
<ul style="list-style-type: none"> • Each committee should go through their 5-year goals and remove some steps, add any needed steps, and assign an owner to all steps. 	Committees
<ul style="list-style-type: none"> • Add to agendas going forward: <ul style="list-style-type: none"> ○ During committee update, committees should report on progress on 5-year goals. • Add to September agenda: <ul style="list-style-type: none"> ○ Board should work on 2017 5-Year Goals spreadsheet. ○ Discuss whether the board should approve member cancellations. • Add to October agenda: <ul style="list-style-type: none"> ○ Vote on officers 	Ann
<ul style="list-style-type: none"> • Once it is complete, save a master copy of the 2017 5-Year Goals. 	Melissa
<ul style="list-style-type: none"> • Coleen, Jenn, and John will review the language of C7 and, if necessary, 	Coleen, Jenn, and John

draft a new version.	
<ul style="list-style-type: none"> • Please stop in and be positive and say thank you to the staff. 	All Board Members
<ul style="list-style-type: none"> • The Board Development Committee is planning a meet and greet for Saturday, August 26, 10:30-noon at Blooming Grounds. Please spread the word and attend if you're free. 	All Board Members.
<ul style="list-style-type: none"> • During call with Joel, discuss whether the board should approve member cancellations. 	Aurea