

Bluff Country Co-op Board Meeting Minutes

Monday, May 13, 2019

6:00 pm – 8:30 pm

Bluff Country Co-op Community Room

Attendees: Dawn Schreiber, General Manager; Melissa Gordon, Administrative Assistant

Board Members Present: Jenn Baechle, Terri Hansen, Eileen Hanson, Ann Lichliter, Aurea Osogod, Johanna Rupprecht

Board Members Absent: Coleen Bremer, Donna Kamman, Chris Livingston

TOPIC	DESCRIPTION	ACTION/OUTCOME		
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		Yay	Nay	Abstain
April Task Review	<ul style="list-style-type: none"> • Several tasks were carried over. See task list below. 			
Addition to Agenda	<ul style="list-style-type: none"> • The board agreed to add the discussion of the VP job description to the agenda. 			
Review April Minutes	<ul style="list-style-type: none"> • There was one wording correction. • Aurea motioned to approve the April minutes with the change. Ann seconded. 	5	0	1
Board Strategic Work	<ul style="list-style-type: none"> • The board reviewed policies D-D4. <ul style="list-style-type: none"> ○ Aurea motioned to add the parenthetical phrase “(A policies and B policies above)” to the second sentence of D2, 1. Eileen seconded. 	6	0	0
	<ul style="list-style-type: none"> • Aurea motioned to approve the 2020 budget. Jenn seconded. • Jenn motioned to approve the vice president job description with the removal of the word “external.” Aurea seconded. • Strategic Planning Discussion <ul style="list-style-type: none"> ○ The Board reviewed its strategic goals. 	6	0	0
Committee Updates	<ul style="list-style-type: none"> • Board Development <ul style="list-style-type: none"> ○ Working on board recruitment. ○ Eileen will resend a spreadsheet for members to sign up for community events. ○ Revising the “potential board member” letter. • Communication <ul style="list-style-type: none"> ○ This month’s communication plan doc is in folder on Drive. ○ Working on revising the Board’s pages on the website. ○ Revisions to the articles and bylaws are at lawyer. • Social Equity 			

	<ul style="list-style-type: none"> ○ Need Catholic Worker hosts for June on. ○ Fund Committee met and is recommending Manitou Wellness Center to be the recipient for the first donation. ○ Eileen motioned to give the Bluff Country Co-op Community Fund donation to Manitou. Ann seconded. ● AMM <ul style="list-style-type: none"> ○ Chose date for this year's AMM: October 27. Rehearsal will be October 26. Times to be announced. 			
B1 & B2 Monitoring Report	<ul style="list-style-type: none"> ● The Board discussed the Monitoring Report. ● Johanna motioned to approve the B2 monitoring report. Jenn seconded. 	6	0	0
GM Update	<ul style="list-style-type: none"> ● No discussion. ● Eileen motioned to approve the GM report. Aurea seconded. 	6	0	0

TASK	RESPONSIBLE PARTY
<ul style="list-style-type: none"> ● Carried over from April: <ul style="list-style-type: none"> ○ Jenn will let the board know whether the Fund Committee is a board committee. ○ Johanna will get Jenn her bio. ○ Chris will get Jenn his questionnaire. ○ Melissa will contact board members for quotes to go with product photos. ○ Jenn will send the link to Caitlin's food train. ○ Jenn will get remaining head shots from board members. 	Various board members and Melissa
<ul style="list-style-type: none"> ● Melissa will adjust the wording for VP job description and add to Policy Register. Melissa will change "general manager" to GM in Policy Register. Melissa will update D2. 	Melissa
<ul style="list-style-type: none"> ● Eileen will resend the sign-up sheet for upcoming events. 	Eileen
<ul style="list-style-type: none"> ● Mark your calendars for the 2019 AMM, October 27, and the rehearsal, October 26. 	All board members