

## Bluff Country Co-op Board Meeting Minutes

Monday, September 14, 2020

6pm – 8pm

Virtual meeting via Zoom

Attendees: Dawn Schreiber, General Manager; Alexa Shapiro, Administrative Assistant

Board Members Present: Jenn Baechle, Eileen Hanson, Ann Lichliter, Aurea Osgood, Ian Nicholson, Terri Hansen, Kay Pedretti

Board Members Absent: Heather Lorenz, Donna Kamann

TOPIC	DESCRIPTION	ACTION/OUTCOME		
		Yay	Nay	Abstain
Owner Member Forum	<ul style="list-style-type: none"> <li>● No discussion was had</li> </ul>			
August Task Review	<ul style="list-style-type: none"> <li>● Some tasks carried over. See below.</li> </ul>			
Review August Minutes	<ul style="list-style-type: none"> <li>● <b>Jenn</b> motioned to approve the August minutes. <b>Ann</b> seconded. No discussion had.</li> </ul>	7	0	0
Strategic Work	<ul style="list-style-type: none"> <li>● Strategic Goals Review                             <ul style="list-style-type: none"> <li>○ The strategic goals spreadsheet was reviewed and many board tasks have been completed this year. A SWOT analysis may want to be addressed in the upcoming February retreat, as well as adding more goals and revisiting the ends.</li> </ul> </li> <li>● Review of January and September Retreat                             <ul style="list-style-type: none"> <li>○ The Finance Committee will take the notes from the retreat and continue the discussion on C-Share redemptions.</li> </ul> </li> </ul>			
Committee Updates	<ul style="list-style-type: none"> <li>● Board Development                             <ul style="list-style-type: none"> <li>○ Discussed recruitment methods and are beginning conversations regarding diversity on the board</li> </ul> </li> <li>● Owner Outreach Committee                             <ul style="list-style-type: none"> <li>○ Working on connecting with new members to welcome them to the co-op and discuss the annual meeting</li> </ul> </li> <li>● Annual Meeting                             <ul style="list-style-type: none"> <li>○ A discussion was had about what type of platform</li> </ul> </li> </ul>			

	(zoom webinar versus meeting) should be utilized for the annual meeting, and a preparatory meeting will be scheduled before the annual meeting to ensure it's effective			
B8 Logistical Support	<ul style="list-style-type: none"> <li>B8 wasn't complete, discussion will be carried over to the October board meeting. If any additional reports are missing, they will also be added to the October board meeting. No discussion was had.</li> </ul>			
Store Update	<ul style="list-style-type: none"> <li>A transfer request was made so that someone could apply for a position on the board of directors. Some hiring is taking place to fully staff the store, and many employees are being promoted or switching departments and expressing excitement in being a part of the co-op.</li> <li><b>Eileen</b> motioned to approve the GM update. <b>Kay</b> seconded.</li> </ul>	7	0	0
Closed Meeting				

TASKS	RESPONSIBLE PARTY
<ul style="list-style-type: none"> <li>Share the new annotated financial document with the board (Carried over from August)</li> </ul>	Aurea
<ul style="list-style-type: none"> <li>Have the co-op marketing staff create the Annual Meeting postcard (Carried over from August)</li> </ul>	Dawn
<ul style="list-style-type: none"> <li>Look into feasibility of employee ownership through payroll deduction programs and what accessibility for employee ownership should look like administratively (Carried over from August)</li> </ul>	Dawn
<ul style="list-style-type: none"> <li>Go into the strategic planning spreadsheet and update tasks that have been completed</li> </ul>	All
<ul style="list-style-type: none"> <li>If you're interested in a board officer position, reach out to Ann</li> </ul>	All
<ul style="list-style-type: none"> <li>Send the Board Development Committee an updated owner list and reach out to Ed Hoffman to do some social media advertising about board recruitment, and post flyers in the store</li> </ul>	Dawn
<ul style="list-style-type: none"> <li>Update the Google Calendar with board committee meeting dates</li> </ul>	Alexa
<ul style="list-style-type: none"> <li>Send out the information from last year's annual meeting to the board so everyone can see what they need to do to prepare for this year's meeting</li> </ul>	Jenn
<ul style="list-style-type: none"> <li>Send out a doodle poll to schedule a practice annual meeting</li> </ul>	Jenn

<ul style="list-style-type: none"><li>● Complete the B8 report and look over the reports from the last year to see if any are missing</li></ul>	Dawn
<ul style="list-style-type: none"><li>● Connect with potential board members to assist with recruitment of new board members</li></ul>	All
<ul style="list-style-type: none"><li>● Connect with Terri if you're interested in helping with new owner outreach calls</li></ul>	All