

Bluff Country Co-op Board Meeting Minutes

Monday, February 10, 2020

6pm – 8pm

Bluff Country Co-op Community Room

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

Board Members Present: Jenn Baechle, Eileen Hanson, Donna Kamann, Ann Lichliter, Aurea Osgood, Kay Pedretti, Rebecca Sims, Ayesha Tarrannum

Board Members Absent: Terri Hansen

| TOPIC | DESCRIPTION | ACTION/OUTCOME | | |
|------------------------|--|----------------|-----|---------|
| | | Yay | Nay | Abstain |
| January Task Review | <ul style="list-style-type: none"> • All tasks completed. | | | |
| Review January Minutes | <ul style="list-style-type: none"> • No discussion. • Jenn motioned to approve the January minutes. Aurea seconded. | 6 | 0 | 2 |
| Strategic Work | <ul style="list-style-type: none"> • Retreat <ul style="list-style-type: none"> ○ The board agreed that Leslie is a great facilitator, the retreat time was well spent, and the board gained direction. • Board Compensation <ul style="list-style-type: none"> ○ Donna briefly reviewed the board budget, including the committee budgets. ○ It was clarified that the Community Fund group is not a committee or a sub-committee, but an advisory council. A board member will sit on it and report back to the board. ○ This board is a professional, working board with expected hours of service (as opposed to an advisory board). Compensation is an acknowledgement of this expectation. ○ We should alert prospective directors to our compensation during recruitment. ○ Donna made a motion to increase all board members' compensation by \$5 beginning July 1. The president and all committee chairs will receive \$65/month, an | 8 | 0 | 0 |

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| | <p>increase from the current \$60/month, and the remaining board members would receive \$50/month, an increase from the current \$45. Rebecca seconded.</p> <ul style="list-style-type: none"> • Visitor’s Policy <ul style="list-style-type: none"> ○ Eileen will edit the visitor’s policy with the aims of reducing it to one page and reducing the number of rules. • <i>Grocery Story</i>, Chapters 2 & 3 <ul style="list-style-type: none"> ○ The Board noted that we should share the alarming facts about farmers with others, and that we should share our story with others. | | | |
| Committee Updates | <ul style="list-style-type: none"> • Board Development <ul style="list-style-type: none"> ○ The committee will focus on director recruitment, new director orientation, and continued director development. Everyone has a survey; please fill it out. • Finance <ul style="list-style-type: none"> ○ Will write their charter at their first meeting next week. • Owner Outreach <ul style="list-style-type: none"> ○ Planning an owner social for the spring. ○ Working on an outreach plan for new owners, which would include a phone call to welcome them. ○ Considering board recruitment activities. • Social Equity <ul style="list-style-type: none"> ○ Planning to conduct research to understand community needs and barriers to food access. • Annual Meeting feedback <ul style="list-style-type: none"> ○ Owners want us to strategize healthy food, sustainability, climate-friendly diets, promotion of bulk. ○ The committee decided none of the owner comments needed follow up. • A Community Leadership task force was created to assess partnerships BCC can form within the community. | | | |
| B1 Financial Monitoring; Ends Report | <ul style="list-style-type: none"> • B1 Financial Monitoring <ul style="list-style-type: none"> ○ This year was projected to be the tightest year for all the ratios we monitor. ○ Donna motioned to approve the B1 Report. Kay seconded. • Ends Report <ul style="list-style-type: none"> ○ This is the first Ends Report on the new schedule based on the calendar year, rather than the fiscal year. ○ No further discussion. ○ Eileen motioned to accept the Ends Report. Jenn seconded. | 8 | 0 | 0 |
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| | <ul style="list-style-type: none"> ○ The board said there was no problem with publishing the Ends Report to our website. | | | |
| GM Update | <ul style="list-style-type: none"> ● NCG will pay for us to have a Customer Address & Transaction (CAT) survey. The survey is two questions, and we will gather data from customers over a four-day period. Board members should sign up for shifts on the sign-up sheet that Dawn sends. ● Jenn motioned to accept the GM update. Rebecca seconded. | 8 | 0 | 0 |

| TASKS | RESPONSIBLE PARTY |
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| <ul style="list-style-type: none"> ● Send Board Contact sheet. ● Review Board Contact sheet and update if it is incorrect. | Melissa All Board Members |
| <ul style="list-style-type: none"> ● Determine committee budgets. | All Committee Chairs. |
| <ul style="list-style-type: none"> ● Edit visitor's policy with an aim of reducing it to one page and reducing the number of rules. | Eileen |
| <ul style="list-style-type: none"> ● Consider ways to share the facts from the <i>Grocery Story</i> and how to share our story with others. | Outreach Committee |
| <ul style="list-style-type: none"> ● Read chapter 4 + the Interlude of <i>Grocery Story</i>. | All Board Members |
| <ul style="list-style-type: none"> ● Send CAT survey shift sign up. | Dawn |
| <ul style="list-style-type: none"> ● Fill out two surveys, one from the Board Development Committee and one regarding the CAT survey. | All Board Members |