

Bluff Country Co-op Board Meeting Minutes

Monday, February 08, 2021

6pm – 8pm

Virtual meeting via Zoom

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

Board Members Present: Jenn Baechle, Aurea Osgood, Ian Nicholson, Kay Pedretti, Heather Lorenz, Laura Johnson, Josh Datta, Ann Lichliter, Alex Sharp

TOPIC	DESCRIPTION	ACTION/OUTCOME		
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		Yay	Nay	Abstain
Owner Member Forum	<ul style="list-style-type: none"> ● No discussion was had. 			
January Task Review	<ul style="list-style-type: none"> ● No tasks were carried over. 			
Review January Minutes	<ul style="list-style-type: none"> ● Aurea motioned to approve the minutes. ● Ann seconded. 	9	0	0
Committee Updates	<ul style="list-style-type: none"> ● Board Development <ul style="list-style-type: none"> ○ Discussed 2021 retreats, updated the committee charter, and discussed board terms ● Finance <ul style="list-style-type: none"> ○ No discussion was had ● Owner Outreach <ul style="list-style-type: none"> ○ Discussed ways to support a March owner drive, discussed ways to increase visibility of the board, discussed committee charter ● Food Equity <ul style="list-style-type: none"> ○ Discussed committee charter, continued work on a low cost CSA project and increased education about the co-op through strategic partnerships with organizations like Winona Health 			

Strategic Work	<ul style="list-style-type: none"> ● Makeup of board committees <ul style="list-style-type: none"> ○ The board discussed whether they should have owners on board committees, specifically due to an interest by an owner to be on the Finance Committee. It was agreed that owners can join committees <ul style="list-style-type: none"> ■ Owners joining the Finance Committee would be asked to sign an updated Statement of Agreement and Conflict of Interest Form due to confidentiality of information shared 			
B1: Financial Condition/Ends Report	<ul style="list-style-type: none"> ● B1 Financial Condition <ul style="list-style-type: none"> ○ Net income was below the benchmark but all other indicators were positive, including sales growth. Gross margins were above the benchmark at 38.1% as well as EBITDA which has been above the benchmark for the last three quarters. The Home Federal Loan information is currently being held up through the USDA, however the USDA has expressed no need for concern and said they will review documentation when they have time. ○ Ian motioned to approve B1 Financial Condition report. Aurea seconded. ● Ends Report <ul style="list-style-type: none"> ○ No discussion was had. ○ Jenn motioned to approve the Ends Report. Laura seconded. 	9	0	0
GM Update	<ul style="list-style-type: none"> ● GM Update <ul style="list-style-type: none"> ○ Additional training has been made available for staff relating to customer service and deescalation. ○ No additional discussion was had. Ann motioned to approve the GM report. Josh seconded. 	9	0	0

Tasks	Responsible Party
● Update committee membership list to remove Alex from the Finance Committee	Alexa
● Fill out the Doodle Poll from Ann for the spring board retreat in March	All
● Update Conflict of Interest and Statement of Agreement forms for owners interested in joining the finance committee	Alexa