

Bluff Country Co-op Board Meeting Minutes

Monday, June 14, 2021

6pm – 8pm

Virtual meeting via Zoom

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

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

TOPIC	DESCRIPTION	ACTION/OUTCOME		
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		Yay	Nay	Abstain
Owner Member Forum	<ul style="list-style-type: none"> ● No discussion was had. 			
May Task Review	<ul style="list-style-type: none"> ● Some tasks were carried over 			
Review May Minutes	<ul style="list-style-type: none"> ● Alex motioned to approve the minutes. Ian seconded. 	9	0	0
Committee Updates	<ul style="list-style-type: none"> ● Finance <ul style="list-style-type: none"> ○ Posted upcoming financial training dates in Trello. Offering the recommendation of redemption for two C-Shares for the amounts of \$1,000 and \$2,500 <ul style="list-style-type: none"> ■ Aurea motioned to approve. Kay seconds. ● Owner Outreach <ul style="list-style-type: none"> ○ No updates provided. ● Food Access <ul style="list-style-type: none"> ○ Flyers were distributed at a food drop off event last month - well received by attendants. All flyers are coded to track the success of different locations. ● GM Search ● Board Development Committee <ul style="list-style-type: none"> ○ Sent out a self-evaluation form last month. Created a board matrix that will be sent out to help with board diversity. Are beginning to discuss board recruitment and non-working retreats - with the first one slated for September. Will be creating an exit interview next 	9	0	0

	month for departing board members.			
B3 Asset Protection Policy Review	<ul style="list-style-type: none"> ● B3 Asset Protection <ul style="list-style-type: none"> ○ Weekly customer counts are up 11-25% every week compared to last year. The BCC hasn't been successful with working with local credit unions due to laws around CBD sales, so they are turning their focus to local banks. ● Jenn motioned to approve B3. Josh seconded. 	9	0	0
In-person meetings	<ul style="list-style-type: none"> ● The board discussed in person meetings with a virtual option available for those who cannot make it due to Covid concerns. Zoom didn't work well during the last retreat. <ul style="list-style-type: none"> ○ Alex motioned to move meetings to in-person, starting in July, contingent on electronic capabilities. Jenn seconded. 	9	0	0
Policy Register Review	<ul style="list-style-type: none"> ● Removed from the agenda 			
Review Strategic Work	<ul style="list-style-type: none"> ● A discussion was had about how we will follow up with strategic work. Committee's strategic goals were put under the Trello cards for Strategic Planning <ul style="list-style-type: none"> ○ Board Development added dates to each of their tasks to stay organized ○ Members said they've found Trello to be helpful with staying organized 			
GM Update	<ul style="list-style-type: none"> ● GM Update <ul style="list-style-type: none"> ○ The Whole Foods Facts book author is planning to visit Winona and has been in contact with the Bluff Country Co-op. The Community Outreach Coordinator is working with her about archival information. Things have been going well at the store with very little commentary about the mask policy changes. Sales have been lower with negative sales growth for May, but last week was strong with \$85K in sales. ○ The new GM is learning their new role and things are going well. Dawn has been helpful with answering questions. The board emphasized reaching out if they have any questions. 			

	<ul style="list-style-type: none"> ● Laura motioned to approve the GM update. Jenn seconded. 	9	0	0
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Tasks	Responsible Party
<ul style="list-style-type: none"> ● Work towards updating C1-C8 Policy Register based on the discussion from April's board meeting (carried over) 	Board Development Committee
<ul style="list-style-type: none"> ● Check with Krissy about responses from people about why their equity hasn't been paid in full (carried over) 	Dawn
<ul style="list-style-type: none"> ● Get more information about DoorDash and then connect with Dawn to discuss the idea further (carried over) 	Jenn
<ul style="list-style-type: none"> ● Ask Leslie about how to sign up for the financial training without having to provide a payment method 	Aurea
<ul style="list-style-type: none"> ● Fill out the board matrix 	All
<ul style="list-style-type: none"> ● Send out the board matrix 	Aurea
<ul style="list-style-type: none"> ● Reach out to Dawn and Andrea about September community room availability 	Ann
<ul style="list-style-type: none"> ● Send out a Doodle poll for a non-working retreat in September 	Ann
<ul style="list-style-type: none"> ● Consult with the IT people on how to do virtual call in options for those who cannot participate in person during board meetings 	Dawn
<ul style="list-style-type: none"> ● Reach out to Andrea about Trello and send her the introduction information so she can begin getting familiar with Trello 	Alexa
<ul style="list-style-type: none"> ● Schedule a Trello training meeting with Andrea 	Alexa
<ul style="list-style-type: none"> ● Change the Board Development Committee meeting for July to July 19 at 5:30 pm on the Google Calendar 	Alexa
<ul style="list-style-type: none"> ● Update dates in calendar that were put into the Trello board 	Alexa