

Bluff Country Co-op Board Meeting Minutes

Monday, September 13, 2021

6pm – 8pm

Community Room & Virtual Via Zoom

Attendees: Krissy Rowland, Owner Services Manager; Heather Kitching, Merchandising Manager; Alexa Shapiro, Administrative Assistant

Board Members Present: Jenn Baechle, Aurea Osgood, Ian Nicholson, Kay Pedretti, Laura Johnson, Josh Datta, Alex Sharp, Ann Lichliter, Jennifer Sanborn, Marie Perry; Board Alternate

TOPIC	DESCRIPTION	ACTION/OUTCOME		
		Yay	Nay	Abstain
Owner Member Forum/Safe Strategic Discussion	<ul style="list-style-type: none"> ● Jenn motioned to approve the July minutes, pending the change to the policy review. Jennifer seconded. 	9	0	0
August Task Review	<ul style="list-style-type: none"> ● No tasks were carried over 			
Review August Minutes	<ul style="list-style-type: none"> ● Jennifer motioned to approve the minutes. Ian seconded. 	9	0	0
Committee Updates	<ul style="list-style-type: none"> ● Finance: No updates provided. ● Owner Outreach: The AOM will now be virtual. Invitations will go out this week. The board discussed virtual voting and decided to do early voting electronically. ● Food Equity: The committee will meet tomorrow due to September holidays delaying the initial meeting. The committee is talking with the Double Up Food Bucks program about grant funding. ● GM Search: Completed some interviews with prospective candidates. ● Board Development Committee: Developed an exit survey for board members, looked over board orientation and updated in order to on-board the new members. 			
B1 Financial Condition & B7 Communication to the Board	<ul style="list-style-type: none"> ● B1 Financial Condition: Financial condition is within the benchmarks, with the exception of the sales growth which is at negative 1.2% from FYE 21's last quarter. For the year, they are at 6.2% sales growth. The dip in sales growth was likely 			

	<p>due to vendor delays. A discussion was had about paying off aggressive interest loans. The Finance Committee discussed repaying preferred shares and then creating a cushion due to uncertainty of the GM search. There are about \$40K in requested buy back from C-Share Redemptions currently.</p> <ul style="list-style-type: none"> ○ Alex motioned to approve the B1. Kay seconded. ● B7 Communication to the Board: Not discussed. Will be discussed in September. 	9	0	0
GM Update	<ul style="list-style-type: none"> ● GM Update: New EBT signs have gone up in the store and the store has received more PEBT payments. There have been some problems with vendor availability and the store is currently short staffed. Krissy is working on increasing recruitment efforts through local colleges. The meat flash sale went incredibly well with a whole quarter of meat selling in one weekend. Feedback from the curbside pick up has been positive, with all users now being co-op owners. There is also a drawing for students to receive \$300 worth of groceries. August sales were down .2%, but compared to pandemic pricing from 2020. The store is thinking about the capacity for a Round Up at the Register and Owner Appreciation month in October. The board discussed being more involved if an Owner Appreciation month is hosted this year and the possibility of some staff appreciation efforts. The Community Outreach Coordinator position was filled. <ul style="list-style-type: none"> ○ Jennifer motioned to approve the GM update. Ian seconded. ○ Jenn motioned to give November's compensation to the BCC staff as an appreciation gift. Josh seconded. 	9	0	0
		8	0	1
CBDL Discussion	<ul style="list-style-type: none"> ● The CBDL contract is expiring. The board previously budgeted for pricing increases this year, and ended up over budgeting. <ul style="list-style-type: none"> ○ Aurea motioned to approve renewing the CBDL contract. Jenn seconded. 	9	0	0
AOM Presentation	<ul style="list-style-type: none"> ● The board will update the 2020 AOM powerpoint. These tasks will be completed a 			

	week prior to the AOM. The board will look into virtual meeting options like Zoom or Google Meets.			
Revisit C-C8 Policy Review	<ul style="list-style-type: none"> The board discussed the need to provide highlighted policy changes when amending policy documents, like C-C8 policies, so that all board members can see what changes are made. 			

Tasks	Responsible Party
<ul style="list-style-type: none"> Update the July minutes and send an amended copy to Becky for the website 	Alexa
<ul style="list-style-type: none"> Email Krissy and Alexa about virtual voting for the AOM 	Jenn
<ul style="list-style-type: none"> Send the bios for board candidates to Becky for the AOM 	Alexa
<ul style="list-style-type: none"> Talk to Alexa about the cookbook 	Krissy
<ul style="list-style-type: none"> Touch base with Krissy about how to distribute November's compensation 	Alexa
<ul style="list-style-type: none"> Renew our CBDL contract 	Aurea
<ul style="list-style-type: none"> Update the 2021 AOM presentation 	All
<ul style="list-style-type: none"> Connect with Becky about the design for the presentation for the financial pieces of the report for the AOM 	Aurea
<ul style="list-style-type: none"> Check the Google invoice to see what level of payment the co-op has and then let Krissy know so she can make a decision about a Zoom account 	Alexa
<ul style="list-style-type: none"> Check if we have updated photos for the AOM and send them to Jenn 	Alexa
<ul style="list-style-type: none"> Get Krissy set up with Trello 	Alexa