

Bluff Country Co-op Board Meeting Minutes

Monday, April 10, 2023

6pm – 8pm

Community Room

Attendees: Krissy Rowland, General Manager; Alexa Shapiro, Administrative Assistant

Board Members Present: Jennifer Sanborn; Jenn Baechle; Josh Datta; Ann Prochowicz; Aaron Perleberg; Lisa Lorisch; Brenna Curry, Pingping Zhang

Board Members Absent: Kay Pedretti

TOPIC	DESCRIPTION	ACTION/OUTCOME		
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		Yay	Nay	Abstain
Owner Member Forum	<ul style="list-style-type: none"> No discussion was had. 			
March Task Review	<ul style="list-style-type: none"> No tasks were carried over. 			
Review March Minutes	<ul style="list-style-type: none"> Jenn motioned to approve the minutes. Josh seconded. 	7	1	1
Committee Updates	<ul style="list-style-type: none"> Finance: No updates this month. Owner Outreach: Created a survey that they want to send to the ownership for the AOM. They also discussed doing the Steamboat Days kiddie parade instead of the full parade. This would be in June. Food Access: Had an update about DUFBA and finalized the fundraising letter. They're working on recipe videos that are focused on co-op basic items that go with grab-bags. They're doing their first video soon. Board Development Committee: The GM joined at the last meeting to discuss the employee handbook and the idea of hiring an HR consultant. We now have a HR consultant that is working on updating some policy documents. 			
Policy Register C5-C8	<ul style="list-style-type: none"> Policy Register Review - C5-C8: <ul style="list-style-type: none"> C5: C5 point D & E were discussed. A director found it contradictory. The board discussed and determined the points would stay due to conflicts of interest when directors apply to be employees of the GM. C5 #8: Statement of Agreement will be signed annually. Delete #8 under C5 and add the Statement of Agreement to C5 point 2B <ul style="list-style-type: none"> Jennifer motioned to approve this change. Jenn seconded. C6 #4a: The Vice President is responsible for 	8	0	0

	<p>communication. Determined change “communications committees” to “Owner Outreach Committee”</p> <ul style="list-style-type: none"> ■ Josh motioned to approve this change. Jennifer seconded. 	8	0	0
B6: Staff Treatment & Compensation	<ul style="list-style-type: none"> ● B6 - Staff Treatment & Compensation: NCG hasn’t sent Krissy some data, but Krissy will update the report when it’s received. She was able to provide some data by reaching out to other co-ops. Some sections, the 2022 data is not available, but again she will update this when she receives it. <ul style="list-style-type: none"> ○ Jenn motions to approve B6 with the caveat that Krissy will submit an updated report with the NCG data. Jennifer seconds. 	8	0	0
GM Update	<ul style="list-style-type: none"> ● GM Update: Still doing well with EBT sales. It was higher than in 2022. There was positive sales growth. A lot of employees that were gone on vacation are back. There are some fridge issues that Krissy is solving. DUFb was officially launched. <ul style="list-style-type: none"> ○ Jenn motioned to approve the GM update. Jennifer seconded. 	8	0	0

Tasks	Responsible Party
<ul style="list-style-type: none"> ● Look through the AOM survey and provide feedback to Jenn before Friday April 14, 2023 ● Update C5-C8 policy review & annotated policy review <ul style="list-style-type: none"> ○ C5 #8: Add the Statement of Agreement to C5 point 2b “...will complete the Statement of Agreement and Conflict of Interest Disclosure form...” ○ C6 #4a: Owner Outreach Committee instead of Communications Committees ● Send an updated B6 report to the board once the NCG data is received 	<p>Everyone</p> <p>Alexa</p> <p>Krissy</p>