Bluff Country Co-op Board Meeting Minutes
Monday, September 21, 2026
6pm – 8pm
Community Room

Attendees: Heather Kitching, General Manager; Phillis Reems, Owner; Paul Schmitt, Owner

Board Members Present: Vanessa Perry; Christopher Phan; Violet Yoon; Niki Ciulla; Adam Muschler; Krishna Roka, Sarah Burros

Board Members Absent: Jennifer Monsos

TOPIC	DESCRIPTION	ACTION/OUTCOME

		Yay	Nay	Abstain
Owner Member Forum	● More local produce- suggestion by owner member ● Plain Greek yogurt options-suggested by owner member ● Discussion around round up at the register ○ Suggestion to do monthly campaigns with local recipients submitted by owners and voted on each month			
August Task Review	● C-share conversation/training that Jennifer wanted to put together is pushed to a future meeting or email. ● Chris shared the follow up letter to owner Lisa S., and asked for feedback ● Heather did share DUFB marketing material with Becky and a final edit was supplied to the Food Access committee.			
Review August Minutes	● No discussion. ● **Vanessa** motioned to approve the July minutes. **Kirshna** seconded.	7	0	0
Board Administration Tasks	● **Adam** motioned to approve B1 **Violet** seconded.	7	0	0
Committee Updates	● **Finance:** B1 review- finance committee recommended approving B1. Board did vote to approve the B1 with a vote of 7 - 0 - 0 ● **Owner Outreach:** Discussed details surrounding the annual owner meeting. AOM is 5 weeks away. Nikki shared tasks for AOM. Update Complete committee chair updates for AOM powerpoint prior to October 19th. ● **Food Access:** Update on Fastenal check for double up food			

	bucks. All pieces are in place for double up food bucks Sponsorship campaign. Will focus on marketing the new campaign. This committee will help communicate H30 collecting money for double up food buck fundraising at AOM- they will hang fliers. Becky is making flyers. ● **Board Development Committee:** Review and update board packets to review all existing materials and ensure information is accurate and identify materials to add, remove or update. Asked board members to send any recommendations to the group. ● **Homework Reading**: Officer elections in November. Members can offer to be an officer or other board members can nominate another board member. Election is for current board members, not new members- requires at least one year of experience.			
B8: Board Logistical Support	● President and Secretary acknowledged lack of Board admin support but that it was acceptable. ● Violet motion to approve, Chris second	7	0	0
GM Update	● **GM Update:** Heather discussed that the new POS system, some of the reporting looks a little different than what we've historically seen. CoPOS included owners that were not actual owners. Can no longer track owners by those who are paying in installments or not. Heather and Vanessa determined this was not necessary. Numbers will be refined over time. See GM Update for notes on specific owner reporting issues. ● **Chris** motioned to approve. **Krishna** seconded.	7	0	0
Review Decisions and Policies	● NA			
Tasks and Assignments	● Add C share discussion- Connect with Jennifer tbd next c-share discussion or have Jennifer share details VIA email with talking points for AOM ● Review letter that Chris wrote- increase communication ● Forward C share communication to Paul Schmitt (present at meeting) ● Committee chairs update slides for AOM			