

Bluff Country Co-op Board Meeting Minutes

Monday, February 17, 2025

6pm – 8pm

Bluff Country Co-op

121 W Second St, Winona, MN

Attendees: Heather Kitching, GM

Board Members Present: Lisa Lorisch, Vanessa Perry, Ann Prochowicz, Pingping Zhang, Brenna Curry (online), Violet Yoon, Jennifer Monsos (online), Christopher Phan

Board Members Absent: Brian Pruka, Stacey Heuber

Owners:

TOPIC	DESCRIPTION	ACTION/OUTCOME		
		Yay	Nay	Abstain
Owner Forum				
Safe Strategic Questions with GM				
January Task Review	<p>Finance committee will review the death/hardship request of c-share redemptions and make recommendation at February meeting.</p> <p>Committees will establish meeting dates, meet and choose committee chairs and work on charters.</p>			
January Minutes	<ul style="list-style-type: none"> ● Chris motioned to approve the January minutes. Vanessa seconded. 	7		1
Committee Updates	<ul style="list-style-type: none"> ● Finance: Pingping is the chair. Discussed hardship and death policy - Molly (columinate rep) advised against it. Recommend to follow the first come first serve request order - bump any death requests to the top of the queue. Reviewed B1. Heather would like approval to work with I-techra to update the workstations (~\$30K). Lisa motioned to approve to expenditure, Vanessa seconded. Reviewed charter - need to extend Heather's term to end of year. Will provide quarterly updates of board budget to board. ● Owner Outreach: Goals - thank you cards, new ideas for AOM, support engagement for strategic planning, NEW - identify 2-3 community events and participate, and coordinate store sampling. Pingping is the chair. Brainstormed ideas for reaching out to owners and potential owners. Updated the charter, identified key indicators. 	8		

	<p>Asked about updating the board calendar (xcel spreadsheet).</p> <ul style="list-style-type: none"> ● Food Access: Stacey is chair. Discussed Double-Up Food Bucks - there may only be a limited amount of funds left. Need board backing to do more fundraising, and decide what methods of fundraising to use. ● Board Development Committee: Ann is chair. Reviewed charter, discussed choosing readings for a homework assignment. Discussed the Strategic planning work for February and working with Engage Winona - will present their proposal and cost to the board. Will request bio updates for Becky. ● Ad Hoc Review Committee - to review bylaws, policy register: Brenna is chair. Mapped out a plan, will get bylaws from nearby co-ops to review. Will meet with Molly for input. Discussed potential title change for GM. 			
Board Strategic Planning	<p>Our engagement plan - what is it? We want to engage with staff and owners. Could work with an external group - Met with Engage Winona - or the board could take it on. Presented engage Winona proposal - Co-plan, prepare, and facilitate a survey for co-op owners and shoppers, Prepare and facilitate 2 focus groups for co-op staff, Data synthesis and analysis, resulting in a summary report with both quantitative and qualitative takeaways, Plan, prepare, and facilitate a board retreat gathering. Cost is \$3K.</p> <p>Board sponsored - would do owner outreach survey, also a staff survey and gather and analyze data collected. Still use Columinate for board retreat.</p> <p>Vanessa will check with Engage Winona about billing and adjusting the proposal for the staff component. Vote will be via e-mail.</p>			
B1	Vanessa motioned, Chris seconded to approve	8		
Other Business				
GM Update	<ul style="list-style-type: none"> ● GM Update: Lisa Motioned, Vanessa seconded to approve 	8		
Review Decisions, Tasks, Assignments	<p>Vanessa will check with engage winona and update the proposal for an online vote</p> <p>Pingping will update the Finance charter to reflect the death request decision and will put a copy of the minutes in the C-</p>			

	share folder.			
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Tasks	Responsible Party