



## Board of Directors Meeting Minutes

June 1, 2023 • 6 – 8pm

D Street Neighborhood Center in Arcata and via Zoom

### Present at meeting:

**Board Members:** Brenda Harper (President), Kirsten Lindquist (Vice President), Humnath Panta (Treasurer), Roger, Mike Connors

**Absent Board Members:** Laura Jones, Thomas Wehland (Secretary)

**Co-op Employees:** Sean Nolan, Emily Walter

**Member-owners:** Kathleen Pelley, Eve Anderson

### 1. **Welcome**

The meeting was called to order at 6:05 by Brenda and introductions were made.

### 2. **Agenda Review and Approval**

Agenda approved by consensus.

### 3. **Member Comment Period**

- Roger – Michael Stuart was an employee of the Co-op. He recently passed away and I would like to make a donation in his honor. Additionally, I'm amazed there's been an increase of people saying they want to come to meetings. We haven't seen them yet, but perhaps we will soon.
- Brenda – I occasionally shop at Wildberries. I think they must have a new POS system where you key in your phone number and I automatically get my senior discount.

### 4. **Approve May 2023 Board Minutes**

- Roger – Please amend the May minutes to include the following information about solar under the Strategic Plan Review agenda item. If we install solar panels on a year that we have a tax credit it will take about 10 years to pay for itself.

**Motion:** Approve the May 2023 board minutes as amended.

Motion by Mike, 2<sup>nd</sup> from Kirsten. All in favor, motion passes (5/0/0).

### 5. **Board Correspondence** – reported by Brenda

There was an email from a member that was concerned about the losses from the earthquake. Brenda and Sean both responded. No further action needed.

### 6. **Financial Committee** – reported by Humnath

The Finance Committee met at the end of May to review the FY23 Q4 financials.

- Mike's name is misspelled in the minutes.

**Motion:** Approve the May 2023 Finance Committee minutes as amended.

Motion by Kirsten, 2<sup>nd</sup> from Mike. All in favor, motion passes (5/0/0).

**Motion:** Approve the FY23 Q4 financials as recommended by the Finance Committee.

Motion by Kirsten, 2<sup>nd</sup> from Humnath. All in favor, motion passes (5/0/0)

### 7. **Ad Hoc Member Survey Committee** – reported by Mike

We are working to schedule a meeting. We want the board to collaborate with staff to get the best information we can from our member owners.

**8. Board Spending** – reported by Roger

If there is a large expense, I'd like to be more proactive to make members aware of it. I'm wondering if we want a policy that if we have time that we advertise large expense proposals widely to the memberships so they know what's being planned and can voice their opinion. I think we should be able to hold two public meetings, including flyers in stores and on social media, that explains the proposal.

- Sean – we have the expenditure policy in the Board Policy Manual that could be updated.

ACTION: Roger will work with Sean to update the expenditure policy.

**9. 50th Anniversary Party Planning** – reported by Emily

We continue planning and getting ready for the party. We are working to get bands and food. We will have a large tent that is dedicated to all things Co-op, including memorabilia. We'd like to schedule time between the bands to allow Co-op members to share stories of the Co-op.

ACTION: Roger will help find folks that would be interested in speaking.

- It was suggested to invite long-term employees and those that have retired.

ACTION: Send names to Emily and she'll create a list of people to make sure to invite.

**10. Board Retreat Update**

Thomas has stepped down from taking the lead in planning the board retreat.

ACTION: Kirsten will take over planning the retreat. She will contact Bobbie.

**11. GM Report**

- Sean - I'm very excited about the new pasta machine for selling fresh in-house pasta.

o Kirsten – Alexander is doing a great job making pasta. It's organic and we're selling a lot.

- Mike – are there any preliminary financial numbers for P1?

o Sean – I don't have numbers, but it looks like it will be stronger than previous periods. The margins look better, and we had strong sales.

**12. Member Comment**

- Emily – I really like the employee appreciation boards in both stores. It's helping create a positive culture.

o Roger – I would love to see a board like this downstairs that members can also write on.

**13. New Business (items for next agenda):**

- Anniversary Party Planning

- Board Retreat Update

- Ad Hoc Member Survey Committee

- Expenditure Policy

ACTION: Emily will look for a rental for August 3.

Consensus reached to adjourn the June 1, 2023, meeting at 7:03pm and move into Executive Session.

*Minutes by Emily Walter*

**North Coast Co-op  
Board of Directors Executive Session Minutes  
June 1, 2023**

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**Absent Board Members:** Laura Jones, Thomas Wehland (Secretary)

**Co-op Employees:** Sean Nolan

No reportable action taken.

Executive Session ended at 7:13pm