



## Board of Directors Meeting Minutes

July 7, 2020 • 6 – 8pm

Zoom Call

### Present at meeting:

**Board Members:** James Kloor (President/Treasurer), Colin Fiske (Vice President), Leah Stamper, Cheri Strong, Kirsten Lindquist, Roger, Laura Wright (Secretary)

### **Absent Board Members:**

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

**Member-owners:** Kathleen Pelly, David Dahler, Bryan Little, Mara Segal

### 1. Welcome

The meeting was called to order at 6:01pm by James.

### 2. Agenda Review and Approval

Agenda approved by consensus.

### 3. Member Comment Period

- Bryan Little (Director Redwood Coast Montessori) - Planning to open/move their high school to the Ten Pin building. Hoping this will be a great addition to the community.
- Roger - Noticed that the individual paper wrapped toilet paper for sale in the store is now in plastic. Has noticed handwritten signs at other businesses and think they stand out better. As a member, it appears the Co-op took no action as far as a message about Black Lives Matter.

### 4. Board Correspondence

The board received an email about wanting grocery delivery.

- Colin - If we can sustainability implement a delivery system, we should, as a service to the community.
- Sean – We are trying to come up with a system that could work while not compromising our current operational needs. We don't want to rush into something that won't pan out well.

### 5. Consent Calendar

**Motion:** Approve the July 7, 2020 consent calendar.

- a) Approve June 4, 2020 board minutes. \*Amendment - change the word grievance to concerns.
- b) Approve Bank Resolution.

Approved by consensus as amended.

### 6. Strategic Plan Progress and Updates - reported by Sean

The board and Sean discussed how the strategic plan was created. The board clarified that the milestones and benchmarks are directives although it wasn't expected that they would all be completed on time. Hitting the benchmarks at the end of the strategic plan is priority, rather than completing the milestones on a specific timeline.

#### Next Steps

- Sean will make notes in a strategic plan tracking sheet for the board to review so that everyone can get on the same page as far as expectations.
- The board will meet to discuss the strategic plan, specifically updating the newest board members.

**7. Recommendation to the Board Regarding Volunteers**

The board discussed goals of creating a volunteer program and mentioned logistics that would need to be figured out, such as who would oversee volunteers and what is the liability associated with such a program.

**Motion:** Direct the GM to work with staff and consult with the Union to determine the feasibility and how to implement a volunteer program for landscapers, shopping buddies and researchers.

Motion by Colin, 2<sup>nd</sup> from Roger, motion approved (7/0/0).

**8. Financial Bottom Line** - reported by Barney

Cash on hand is over 20 days, due to the PPP loan. Inventory is down which is good. At this point we expect a net positive first quarter. The audit has started.

**9. GM Report** - reported by Sean

Environmental Bottom Line

- The refrigeration retrofit project has been rescheduled for mid-July. Produce plastic bags have been replaced with compostable bags and plastic utensils replaced with compostable ones. Plastic bags in bulk will be replaced with compostable bags next.
- The marketing team has launched a sustainable summer program. For six weeks there are sustainability challenges that people can participate in and win rewards.

Social Bottom Line

- We conducted a Juneteenth Round Up on June 19 to benefit Black Humboldt and Eureka NAACP. \$1,588 was donated on June 19 and the Co-op matched that amount. Black Humboldt decided NAACP could use the funds more and is donating their share to them.

**10. Reserved for Removed Consent Agenda Items**

None

**11. Member Comment**

- Appreciation that the Co-op puts the health of staff and the community first.

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

- Public Banking
- Check in about annual report
- Board Slate
- Purchasing Policy
- NCG response to input

Consensus reached to adjourn the July 2, 2020 meeting at 8:02pm and move into Executive Session.

*Minutes by Emily Walter*

**ACTION ITEMS**

- Emily will add a strategic plan review item to the board calendar in December to review the strategic plan with new board members and the GM.

**North Coast Co-op**  
**Board of Directors Executive Session Minutes**  
**July 2, 2020**  
**Zoom**

**Present at meeting:**

**Board Members:** James Kloor (President/Treasurer), Colin Fiske (Vice President), Leah Stamper (*via phone*), Cheri Strong, Kirsten Lindquist, Roger, Laura Wright (Secretary)

**Absent Board Members:**

**Approved Guests:** Sean Nolan

No reportable action taken.

Executive session ended at 8:35pm.

*Reported by James Kloor*