



Board of Directors Meeting Minutes

July 6, 2023 • 6 – 8pm

D Street Neighborhood Center in Arcata and via Zoom

Present at meeting:

Board Members: Brenda Harper (President), Humnath Panta (Treasurer), Mike Connors, Laura Jones

Absent Board Members: Roger, Thomas Wehland (Secretary), Kirsten Lindquist (Vice President)

Co-op Employees: Emily Walter

Member-owners:

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

- Brenda on behalf of Roger – Roger was not able to use cash in the store the other day. I also shopped at the store that day and would like to know what happened.
 - o Barney – this was an issue with cash recycler machines that we started using about a year ago. We have already started the process to end our contract for these machines because they continually fail and have caused more problems than they were supposed to save us time and money. We are trying to get these machines out of use as fast as possible. Once we get rid of the machines, we'll go back to the same format we previously used.

4. Approve June 2023 Board Minutes

Motion: Approve the June 2023 board minutes.
Motion by Humnath, 2nd from Brenda. All in favor, motion passes (4/0/0).

5. Board Correspondence – reported by Brenda

We received an email complaint about customer service. I responded but I would also like Sean to contact them when he's back.

6. Financial Bottom Line – reported by Barney

The audit was recently completed but has not yet been approved by the board. The audit, once approved, will drastically change the numbers of fiscal year 2024 Period 1. It's a clean audit with no corrections or inconsistencies. The Finance Committee will meet with the auditors on July 27. Once the audit is complete and changes are made in the system, we'll have fiscal year 2024 P1-P3 financials.

7. Securities Permit – reported by Alex

Every year we renew our securities permit that allows us to have and sell C shares. There is a board resolution in the renewal paperwork that the board needs to approve.

Thomas joined the meeting.

- Mike – there's a reference to not having an external debt.
 - o Barney – this was updated in one area but needs to be updated in the area that Mike is referencing.
- Mike – Page 17, it looks like something accidentally was deleted and it doesn't make sense.
 - o Alex – I will look into this and get it fixed. I appreciate your thoroughness and will look into these corrections, but the board only needs to approve the Board Resolution which is not impacted by any of the possibly needed changes mentioned.

Motion: Approve the Board Resolution in the annual Securities Permit renewal.
Motion by Brenda, 2nd from Mike. All in favor, motion passes (4/0/1). Thomas abstains.

8. Expenditure Policy Update

Postpone until after the elections and the new board is seated.

9. 50th Anniversary Party Planning – reported by Emily

Things are coming along for the anniversary party. We have kid activities, face painting, food sampling, giveaways and the Compost Mountain Boys and Barney Doyle’s band will be playing.

- Mike – it’s fun to start seeing Marketing for this.
- Brenda – I’m liking the new Flash Sales.

10. Board and Management Retreat Update

The retreat will take place at the D Street Neighborhood Center in Arcata.

11. GM Report

- Mike - I noticed people are attending the NCG conference. Who is going and how will they share their experience with the rest of the staff?

12. Member Comment

- The employee appreciation party is July 15. I wonder if the board are welcome to attend.
 - o Brenda would like to attend, and Mike would like more information
- ACTION: Alex will get information to the board and talk to Sean about this.

13. New Business (items for next agenda):

- Anniversary Party Planning
- Approve Audit
- Board Retreat Update

Consensus reached to adjourn the July 6, 2023, meeting at 7:09pm and move into Executive Session.

Minutes by Emily Walter

**North Coast Co-op
Board of Directors Executive Session Minutes
July 6, 2023**

Present at meeting:

Board Members: Brenda Harper (President), Humnath Panta (Treasurer), Mike Connors, Laura Jones

Absent Board Members: Roger, Thomas Wehland (Secretary), Kirsten Lindquist (Vice President)

Co-op Employees:

No reportable action taken.

Executive Session ended at 7:13pm