Board of Directors Meeting Minutes
October 9, 2025 • 6pm

Zoom

Present at meeting:
Board Members: Roger (President), Mike Connors (Treasurer), Elizabeth Gahm (Vice President/Employee Director), George WinterSun, Layla Richardson, Brenda Harper
Absent Board Members:
Co-op Employees: Emily Walter, Sean Nolan
Member-owners: Pat Bitton, Kathleen Pelly, Haley Simera

1. **Welcome**
   The meeting was called to order at 6:01 by Roger and introductions were made.

2. **Agenda Review**
   The agenda was reviewed.

3. **Approve September 11 and October 2, 2025 Board Minutes**
   Minutes approved by consensus.

4. **Member Comment Period**
   - Pat – The Annual Membership Meeting is not listed on the Co-op calendar online.
   - Mike – There's a broken Covid-19 link on the website.
     - Sean – I will let Marketing know. A lot of these problems will also soon be resolved when our new website goes live.
   - Roger – I would like to see a directory for the bulk section.

5. **Board Correspondence** – reported by Roger
   - None.

6. **Finance Committee** – reported by Mike
   I've communicated with Emily about updating and adding the following language to agenda item #4.

   "It is neither normal nor comfortable for the Finance Committee to be this far behind in receiving and reviewing quarterly reports. I have been checking in with Sean to make sure the Co-op remains financially secure as well as to get a timeline for when financials will be ready for review by this committee."

Motion: Approve Oct. 2 Finance Committee Minutes as amended. Approved by consensus.

Since we updated the Finance Committee Charter we now need to reappoint the Members-At-Large.

Motion: Approve James Kloor, Chris Copple and Diane Sharples as At-Large-Members. Motion by Mike, 2nd from Roger. Motion Passes (6/0/0)

Motion: Approve Lizzy as a Finance Committee Member. Motion by Mike, 2nd from Roger. Motion Passes (6/0/0)

7. **GM Report** – reported by Sean
Our We Love Local sale happened last month. The event went well overall. We're still looking into the numbers to see how it impacted the Co-op financially. It was our first event like this, and we learned a lot. We are seeing continued increased local sales. Our recent inventory went as expected, showing consistent numbers. Our Accounts Payable department is behind uploading and coding our paid invoices into our new accounting system. We're caught up with Q1 and about 2/3 done with Q2. Once Q2 is complete we'll then be on track for Q3 and moving forward.

- Mike – The Business Partner Program was first brought up March 2024. Is there an update to this timeline?

ACTION: Sean will look into this.

- Mike – With the renewed Union contract, can you talk about any changes from the prior Union contract such as hourly rate changes?
    - Sean – The average percentage increase this year was 4%. 3% next year and then a little less than 3% the following year. There are no bonuses. Healthcare slightly changed as previously discussed. Not much else changed. The lowest starting wage is $17.00.

8. **Draft Strategic Plan 2026-2030**
Sean reviewed updated metrics to go with the Strategic Plan.
- Mike – I like the addition of numbers. The only number that seems off is Basket Size. I'm disappointed in the basket size increase being only 8% over five years. Our staffing costs are going up by 16% I would have loved to see this keep track with that. Can basket size be put at $44 instead of $40.
    - Sean – Basket size doesn't change quickly or by much and doesn't represent total sales.
    - Mike – This number seems to show people buying less when accounting for inflation.
    - Roger – Inflation is interesting. People could be getting the same amount of food but spending less on higher priced items.
    - Sean – I can run the numbers again and send more context to the basket size number.

- Mike – I would like to approve the Strategic plan with changing the basket size to 16% instead of 8%.

Motion: Approve the Strategic Plan and key metrics with one change. Line 5 under Achieve Operational Excellence will be to increase basket size by 16%. Motion by Mike, 2nd from George. Motion Passes. (5/0/1)

9. **Elections Update** – reported by George
We received one application for the Special Employee Election. Mike Cahill's application was accepted. We'll be counting ballots on Saturday, Oct. 25 at the D Street Center in Arcata and hope as many of you that can be there will help out.

10. **Member Comment**
- Roger – There was a really awesome person (Lizzy) in the Co-op singing and raising money for the Seeds for Change organization.
- Roger – I still like the idea of doing a fundraiser member event for PBS and showing an educational film.
- Emily – Shout out to Roger and Brenda. It's been great working with both of you on the Board.
    - Sean – It's been great working with both of you. Thank you.
    - Many THANK YOUS all around.

11. **New Business (items for next agenda):**
Agenda Items:
- Welcome New Board Members
- Choosing Officers
- AMM Recap

Consensus reached to adjourn the October 9, 2025, meeting at 7:07pm and move into Executive Session.
Minutes by Emily Walter

North Coast Co-op
Board of Directors Executive Session Minutes
October 9, 2025

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Absent Board Members:
Co-op Employees: Sean Nolan

No reportable action.

Executive Session ended at 8:27pm.