



## Board of Directors Meeting Minutes

December 5, 2024 • 6 – 8pm

Zoom

### Present at meeting:

**Board Members:** Roger (President), George WinterSun, Mike Connors (Treasurer), Brenda Harper, Mimi Smith (Secretary/Employee Director), Elizabeth Gahm (Vice President/Employee Director), Layla Richardson

### **Absent Board Members:**

**Co-op Employees:** Emily Walter, Kiya Villarreal, Sallie Grover, Margaret Sataua

**Member-owners:** Holly S., Kathleen Pelley

### 1. Welcome

The meeting was called to order at 6:04 by Roger and introductions were made.

### 2. Agenda Review and Approval

Agenda approved by consensus.

### 3. Approve November 7, 2024, Board Minutes

**Motion:** Approve the November 7, 2024, Board minutes.

Approved by consensus.

### 4. Member Comment Period

- Mimi – A customer wants the landscaping staff to come on a different day than Tuesday afternoons.
- Holly – I hope everyone got some satsuma mandarins that Vic brings from Orland. He only delivers to the Co-op. Vic is 80 and makes this special delivery to us. I would be stoked if the Co-op sends him a special note showing our appreciation.

**ACTION:** Kiya will pass this information to the Produce Department.

### 5. Member Escheatment – reported by Margaret

We are proposing to escheat about 400 memberships with no contact. I emailed the board this list along with an explanation of this process.

- Kathleen – How long can a member go without shopping at the Co-op before being escheated?
  - o Margaret – a member ends up on this list if their mailed annual statements are returned to us for three or more years. It's not based on member patronage.
- Layla – I think it would be good if we sent reminders to members via social media or other ways to remind them to always keep their addresses, phone numbers and email addresses updated.
- Mike – What happens if a member is escheated, and they come back later and want their membership back?
  - o Margaret – They would need to purchase an A share, and they could then get their old member number back.

**Motion:** Approve moving forward with the escheatment of the list presented by Margaret.

Motion by Roger, 2<sup>nd</sup> from Brenda. Motion Passes (7/0/0).

### 6. Board Correspondence – reported by Roger

None to report.

## 7. Employee Speaker

- Roger - We have no employee speaker. It's hard to find employees that want to do this. I think the Board needs to find ways to reach out to staff to encourage employee attendance at meetings.

ACTION: Mimi and Roger will work together to make a flyer to invite staff to meetings.

- Roger – How can the board be more effective and not just listening to reports and things? One big issue is plastics. Maybe the board can start putting together educational information about plastics and putting it around the store. Include information on how to reach out to businesses and let them know we don't want plastic. Businesses can be influenced in these ways. Another thing we could do that other stores have done are to put signs up flagging products that are high in sugar and sodium. I think we need to have some committee meetings and get members interested in getting involved with these ideas.

ACTION: Kiya will work with Roger on brainstorming ideas of what we can do and how to track effectiveness.

- Holly – I loved the articles Brenda wrote in the Co-op News. We are missing information about different products. Great articles about food and health.
  - o Mike – Holly, would you pay, like a subscription, to have a Co-op News mailed to you?
  - o Holly – Yes, I would, if it was easy.
  - o Kathleen – I pay for the North Coast Journal and would like for a Co-op News to be mailed too.
- Brenda – Read the Co-ops mission statement. We are not doing what our mission statement says. Consumer education is not being done. We either need to change our mission statement or change what we're doing.
- Kiya – Right now it's really hard to get articles for the Co-op News. People aren't submitting any.
- Holly – What if we got local vendors to submit articles about their own products?
- Mike – Maybe we could offer local vendors a lower margin if they did a marketing campaign and submitted a newsletter article.

ACTION: Roger will work on setting a date to have a committee meeting to discuss these topics.

- Mike – My only concern is that we are also just starting the Strategic Planning process and there seems to be a lot of overlap between that committee and what you are proposing.
  - o Roger – I think it is fine to discuss these things separately from the Strategic Planning committee. We can't just wait a year for the new Strategic Plan to be implemented. We can still be getting things done now.

## 8. Strategic Planning Committee – reported by Layla

There are three members interested in serving on the committee (James Kloor, Chris Copple, White Wolf). Board members on the committee will be Layla, Lizzy and Mike. Staff will be Sean, Kiya and Christine. We are still working on the first meeting date.

## 9. Finance Committee – reported by Brenda

**Motion:** Accept FY25 Quarter 2 financials.  
Motion by Brenda, 2<sup>nd</sup> from Layla. Motion Passes (7/0/0).

**Motion:** Approve November 21, 2024, Finance Committee Minutes.  
Approved by consensus.

## 10. Retirement Benefits

- Roger – I think the store will lose money if we don't do this. That's my opinion. And I think these retirees deserve a discount.
- Mike – I want to support long-term employees. I also want to honor members who want more discounts. There are many great things that the Co-op can do. We currently are at about zero on our bottom line for the year. I do think this should be part of a larger discussion with strategic planning. I think we should hold off on a retirement benefits decision.
- Roger – Retirement benefits used to exist. I don't believe retirement benefits should be part of a 5-year strategic plan.
- Lizzy – Could the Co-op lose money by offering this discount?
- Brenda – I think it would help the Co-op to get retired employees shopping in the store.

- Layla – I like the idea of meeting for the Strategic Plan and discussing all the great ideas in one place.
- Lizzy – Maybe employees should meet to discuss this specific issue to find out what they want?
- Mimi – I would like to see new retirement benefits be implemented sooner than later.
- George – It sounds like a good idea. I’m concerned about the long-term financial impact.
- Emily – I want to remind everyone that the Board does not need to take action on this item as it’s operational. It would be appropriate to vote on a directive to staff if that is something you want to do. I also think it would be good to check in with Sean and see where he is at on this topic.

ACTION: Roger will talk to Sean about this topic.

**~~11. Strategic Planning Quarterly Review~~**

**~~12. GM Report~~**

**13. Future Board Meeting Schedule**

- Layla – I would like to see the Co-op at the local Chamber mixers. If we change the night of the Board meetings, we could have representations at the mixers which I think are beneficial for many different reasons.

AGREEMENT: The Board will start meeting the second Thursday of the month.

**14. Member Comment**

None.

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

- Strategic Planning
- Retirement Plan

Consensus reached to adjourn the December 5, 2024, meeting at 7:19pm and move into Executive Session.

**North Coast Co-op  
Board of Directors Executive Session Minutes  
December 5, 2024**

**Present at meeting:**

**Board Members:** Roger (President), George WinterSun, Mike Connors (Treasurer), Brenda Harper, Mimi Smith (Secretary/Employee Director), Elizabeth Gahm (Vice President/Employee Director), Layla Richardson

**Absent Board Members:**

**Co-op Employees:**

No reportable action.

Executive Session ended at 7:40pm

*Minutes by Emily Walter*