



Board of Directors Meeting Minutes

January 7, 2021 • 6 – 8pm
Zoom Call

Present at meeting:

Board Members: Roger (President), Leah Stamper (Vice President), Kirsten Lindquist (Treasurer), Ahmed Foggie (Secretary), Laura Wright, Thomas Wehland, Pamela Lee

Absent Board Members:

Co-op Employees: Emily Walter, Sean Nolan

Member-owners: Kathleen Pelly, David Dahler, Diane Ryerson, Daniel Chandler, Brenda Harper, Walt Paniak

1. **Welcome**

The meeting was called to order at 6:06pm by Roger.

2. **Agenda Review and Approval**

Agenda approved by consensus.

3. **Member Comment Period**

- Diane – appreciates bulk food at the Co-op. Mentioned there is new legislation that will affect commercial refrigeration and she is interested in discussing this topic further with the Co-op.
- Roger – Likes that you can buy blueberries in cardboard packaging. There was a thank you to Co-op employees in a recent North Coast Journal.

4. **Board Correspondence**

None

5. **Consent Calendar**

Motion: Approve the January 7, 2021 consent calendar.

- a) Approve December 8, 2020 board minutes
- b) Approve the December Finance Committee minutes
- c) Recommendation to the board to approve the FY21 Q2 financials.

Approved by consensus.

6. **Financial Bottom Line**

Barney was not able to attend the meeting. Sean fielded questions from the board.

7. **Review Draft Board Budget**

The board reviewed a draft budget for the board expenditures in FY22.

Motion: Accept the proposed board budget for FY22.

Motion by Kirsten, 2nd from Thomas, motion passes (6/0/0).

8. **Board and Management Team Retreat**

(Ahmed joined the meeting)

Pamela spoke with Bobbie, who facilitated the last board and management retreat. They discussed different areas of focus if the board decided to hold a retreat.

- Team building
- Leadership
- Strategic planning
- How do we bring out our best selves and talk about biases and preference in the workplace?

The board's next step is to decide as a group what to focus on at a retreat. It was decided to hold off on further discussion until after the Strategic Plan update presentation at the February board meeting.

9. Board Communication with Membership

- Sean – I met with Alex, the Marketing Manager, and we like the idea of a one-page, double-sided, document for members. The Marketing department would create a format that would be easy to fill with content from others. There could be a column for GM Report, Sustainability Update, Board Report, Member Comments, list meeting dates, etc.

The board is in favor of trying what Sean proposed.

10. GM Report – reported by Sean

December was a busy month, as usual, in preparation for many holidays. Everything went smoothly. Sales were strong. The new Arcata Store Manager, Emi, started working in late December. We raised over \$58,000 in community donations in 2020, a year when need was even higher than usual. We have incorporated environmental and social benchmarks that will be part of the GM report going forward to track and analyze targets, outside of just financial targets. Targets will be optimized as we move forward.

11. Reserved for Removed Consent Agenda Items

None

12. Member Comment

None

13. New Business (items for next agenda):

- Strategic Plan Review
- Board Retreat

Consensus reached to adjourn the January 7, 2021 meeting at 7:19pm and move into Executive Session.

Minutes by Emily Walter

**North Coast Co-op
Board of Directors Executive Session Minutes
January 7, 2021**

Present at meeting:

Board Members: Roger (President), Leah Stamper (Vice President), Kirsten Lindquist (Treasurer), Ahmed Foggie (Secretary), Laura Wright, Thomas Wehland, Pamela Lee

Absent Board Members:

Approved Guests: Sean Nolan

No reportable action taken.

Executive session ended at 7:45pm.

Reported by Ahmed Foggie