



Ashland Food Co-op
Board of Directors

**Ashland Food Cooperative
Board of Directors Meeting
August 13, 2014
APPROVED**

Board members present: Gwyneth Bowman, Joanie Kintscher, Ian Crosby, Charlie Douglass, Gary Einhorn and.
Employees present: Emile Amarotico, General Manager. **Others:** Ed Claassen, Professional Facilitator; Abby Lazerow, Board Administrator. **Attending via Skype:** Julie O'Dwyer. **Absent:** Jeff Golden

The Meeting was called to order at 6:00pm by Ed Claassen.

AGENDA ITEM	DISCUSSION POINTS	REMINDERS/ FOLLOW UP
Positive Affirmation	<ul style="list-style-type: none"> Ed Classen led the positive affirmation. He read some pages from the book "Weavers of Dreams," a book about the cooperative movement. 	
Reading of 2014 Board Director Election Results	Results of 2014 Election: <ul style="list-style-type: none"> Total Verified Owner Ballots: 560 Invalid Owner Ballots: 8 Total Votes for Jeff Golden: 523 Total Votes for Julie O'Dwyer :493 Total Votes for Employee Director Ian Crosby: 22 	
Announcements, Calendar of Opportunities & Expectations:	<ul style="list-style-type: none"> Co-op 101 Board Leadership training will be held on September 20, 2014 in Sacramento, CA. New Directors are encouraged to attend. Gwyneth thanked all the committees that handed in the annual reports. 	Names of committee members will be added to all committee annual reports.
Owner Forum	<ul style="list-style-type: none"> There were no owners present. 	
Results of Vote by Mail: Board of Directors Terms of Office, Stipends and Discount Benefits Policy, July 23, 2014	<ul style="list-style-type: none"> On July 23, 2014, The Board unanimously voted by mail to approve the Board of Directors Terms of Office, Stipends and Discount Benefits Policy document. The document stated when the terms of Board Directors begin and when monthly stipends and shopping discounts become effective. 	

Agenda Review	<ul style="list-style-type: none"> • Done. 	
Consent Agenda	<p>The following Consent Agenda items were unanimously approved:</p> <ul style="list-style-type: none"> • June 11, 2014 Board Meeting Minutes • June 11, 2014 Executive Session Minutes • June 22, 2014 AFC Annual Meeting Minutes • Employee Director Job Description and Guidelines, Revised August 2014 • Finance Report, July 2014 • Outreach Report, August 2014 • GM Report, August 2014 • 2014 Board Elections and Owner Ballot Summary Sheet • Executive Committee 2013-2014 Annual Report • Finance Committee 2013-2014 Annual Report • Board Development Committee 2013-2014 Annual Report • 2013-2014 Outreach Committee Annual Report • 2013-2014 Grants Committee Annual Report 	
Election of Board Officers	<ul style="list-style-type: none"> • Gwyneth Bowman was elected Board President, Gary Einhorn was elected Vice President, Charlie Douglass was elected Treasurer, and Jeff Golden was elected Secretary. 	
Selection of Committee Chairpersons and Committee Members	<ul style="list-style-type: none"> • Executive Committee: Gwyneth Bowman, Chairperson; Gary Einhorn, Charlie Douglass. • Finance Committee: Charlie Douglass, Chairperson, Gwyneth Bowman. • Grants Committee: Gary Einhorn, Chairperson; Julie O'Dwyer. • Outreach Committee: Joanie Kintscher, Chairperson; Jeff Golden. • Board Development Committee: Jeff Golden, Chairperson; Julie O'Dwyer, Ian Crosby. • Adhoc Real Estate Committee: Ed Claassen, Gary Einhorn, Stephen Sendar, Tom Bradley, Richard Katz. 	
Director Mentoring	<ul style="list-style-type: none"> • Mentors for New Board Directors are: Gwyneth - Jeff. Charlie- Julie. Phil and Gary – Ian 	

<p>Revised Employee Director Job Description</p>	<ul style="list-style-type: none"> • Emile had several meetings with the Human Resources Manager to review the Employee Director job description. Several changes were needed with the new EA contract. • It was also important to clarify when the Employee Director's work is on the clock and when it is volunteer work. Guidelines were created. • The ED usually helps with new employee orientation to discuss governance and operations. The schedule for the Board part of the training may have to be adjusted to work with Ian's schedule. The ED's participation is an important way for employees to know they have a voice on the Board. 	<p>Gwyneth will talk with Sharon about moving the Board's presentations at new employee orientations to a later time in order to accommodate Ian's schedule.</p>
<p>GM Report</p>	<ul style="list-style-type: none"> • A full-time employee was added to the Human Resources Department. She is a valuable addition to the department. • The Deli remodel was carried out because of a capacity crisis on the production side. The Co-op worked with a consultant specializing in deli flow to redesign the space and is continuing to work with that person to make improvements. • The benefits of the remodel are the ability to produce high-quality prepared foods for our owners. Previous conditions were problematic and overcrowded for the workers. We cannot provide everything owners want in the limited amount of space we have. Future expansions will be needed. • One Director suggested that owners could give feedback about their experiences with the new Deli space on a questionnaire. Another Director suggested having staff available at the upcoming Harvest ice cream social to answer questions about the Deli remodel. • We are working with Rogue Co-ops to define ways to work together synergistically. One idea is to create a promotional campaign about co-ops and to educate our community about their value. • Emile asked the Board to support Co-op backing of the statewide GMO labeling initiative. The Board of Directors unanimously voted to support Co-op backing of Oregon ballot measure 92. 	
<p>Employee Director Report</p>	<ul style="list-style-type: none"> • Staff members have worked very hard on the Deli remodel. The remodel continues to be challenging, but each day becomes better and easier. The change is hard for some owners to get used to as it changes us from a buffet to a preordering-style restaurant. The cashiers have been doing a great job helping people order. • The Front End Manager did an amazing job training staff to work in the new environment. • It is difficult now for staff to get a sandwich or a coffee on a break because of the time it sometimes takes to go through the lines. The Deli is working to improve ticket times and shorten lines. 	

	<ul style="list-style-type: none"> • Board Directors were concerned employees could not easily get their lunch or snack during their breaks and asked the GM to look into ways employees could get their lunches or break food more quickly. 	
Strategic Planning Update	<ul style="list-style-type: none"> • The Strategic Planning meeting will be held on Tuesday, October 21. • Four teams will be meeting to work on each of the four main initiatives. • The teams will each give 20-minute presentations with 10 minutes for questions. • Julie and Ian are members of the Space Committee and are developing a matrix to help qualify properties and opportunities. • Joanie and Charlie are members of the Education Committee. 	

The meeting was adjourned at 7:31 p.m.