

**Ashland Food Cooperative**  
**237 North First Street**  
**Ashland, OR 97520**

**Board of Directors Meeting**  
**December 9, 2009**  
**APPROVED**

**Board Members Present:** Gwyneth Bowman, Guy Nutter, Ric Sayre, Elizabeth Robinson, Peter Hoyt, Glenn Hill, Joanie Kintscher **Others present:** Richard Katz, General Manager; Matthew Hartman, Facilitator.

1. **Board Expectations:** Board members reviewed the Calendar of Expectations (Revised March 2, 2009) and the Expectations of Board Members (March 2009) which is the narrative of Board Expectations included in 2009 Board Applicants packet.

The following issues, comments and questions were brought up by Board members in a “round robin style” in response to reviewing the above documents: Those marked with a star indicate agreement by Board members. None of the comments were voted on.

1. Documents clearly spell out expectations; it is not difficult to meet them.
2. The Calendar of Expectations is reasonable. It is helpful to have a better grasp.
3. Could #4 “Attend annual retreat 2-3 days per year” be considered training?  
Comment: I want Matthew to come back.
4. Announcement by Peter – Cotton Memorial Grove is now reserved for the annual meeting on Saturday, June 26, 2010.
5. It’s easy to commit to the sheet above. Expectations of General Manager’s position and other expectations are still unclear. It is not about time and events but about needed knowledge.
6. It is not mandatory but highly recommended to meet outside store.
7. \*\*\* There was a request to have a question and answer session with Richard to help understand how things work.
8. It is a daunting list. Is everything clear? Training should be targeted toward whatever we are expected to do. Training should meet the needs of all Board members.
9. There is a benefit in learning as much as we can.
10. How much information and knowledge is the Board expected to know?
11. Is there a difference between formal and informal expectations? Formal expectations being what is listed in the “Calendar of Expectations” and informal expectations are other volunteering opportunities. There is a feeling that “you should do this” and pressure by peers and committees to help out.
12. Board might need additional preparations to meet the expectations.
13. Members that volunteer all of the time might be resented by others.

14. People who work often have less flexibility.
15. Would it help to have a statement that would help bring clarity to what is required and what is voluntary?
16. It is fair to be honest.
17. It could be a committee style issue. We need clear requests from committees when they need volunteer assistance so folks don't feel guilty.
18. We need to create and provide opportunities to interact with owners. I would be disappointed if we didn't do that.
19. I don't want to burnout!
20. Provided opportunities are not always considered to be requirements. Voluntary is voluntary!! If you choose to volunteer additional time, that is a personal decision and should not reflect on your Board requirements.
21. \*\*\*Have a monthly agenda item titled "Calendar of Expectation ". This would give BOD's a "heads-up" about required and voluntary opportunities.

**Training and Retreat Opportunities:** A brainstorming session was facilitated by Matthew Hartman. Those marked by a star indicate agreement by Board Members. None of the comments were voted on.

1. Focus training investment on local training that would benefit all Board members. This could take the place of a retreat.
2. CCMA/NCGA offer opportunities that could benefit all of us when they are held in the western corridor.
3. \*\*\*Needed training to assist BOD capacity to evaluate would be very helpful.
4. \*\*\*Needed 4 hour communication skills training with conflict resolution training. This would be the follow-up to the training Matthew gave us on Conflict Styles.
5. Get statistics of other Co-ops.
6. Not sure a retreat is necessary?
7. It is important for the entire group to spend time together outside of meeting time.
8. Don't stop Guy's financial training.
9. Watch for informative articles and give them to the Board.
10. \*\*\*Important – Make time on agenda for BOD members who attend trainings to report back to the whole Board.
11. Training discussion update needs to be visited regularly.
12. NCGA when attended by all of the Board = Retreat!
13. \*\*\*List Training Opportunities on every monthly agenda with listed opportunities for Board members.
14. Decisions as to who attends training opportunities are made by the Board.

The next regularly scheduled Board meeting will be on Wednesday, January 13th at 6:00 p.m. with Matthew Hartman facilitating.

***The minutes were accepted by the Board of Directors at their January 13, 2010 meeting.***