

**Ashland Food Cooperative  
Board of Directors Meeting  
June 2012  
APPROVED**

**Board members present:** Guy Nutter, Gwyneth Bowman, Joanie Kintscher, Phil Johnson, Peter Hoyt and Sheila Carder  
**Employees present:** Richard Katz, General Manager. **Others:** Laurel Miller, Professional Facilitator; Abby Lazerow, Board Administrator **Absent:** Charlie Douglass

The Meeting was called to order at 6:00pm by Laurel Miller

AGENDA ITEM	DISCUSSION POINTS	ACTION TAKEN	REMINDERS/ FOLLOW UP
<b>Positive Affirmation</b>	<ul style="list-style-type: none"> <li>• Peter Hoyt led the Positive Affirmation.</li> </ul>		
<b>Announcements</b>	<ul style="list-style-type: none"> <li>• The GM will be on vacation next week.</li> <li>• The Staff Director's participation in the new employee orientation was appreciated.</li> </ul>		
<b>Agenda Review</b>	Done	Approved.	
<b>Calendar of Opportunities &amp; Expectations</b>	<ul style="list-style-type: none"> <li>• Posting candidate videos online has been very successful.</li> <li>• Committee Annual Reports are due by August 1, 2012.</li> <li>• Directors wishing to run for Board offices must submit their application two weeks before the August Board meeting.</li> </ul>		
<b>Consent Agenda</b>	<ul style="list-style-type: none"> <li>• Board Meeting Minutes, May 2012</li> <li>• Executive Session Minutes, May 2012</li> <li>• GM Report to the Board, June 2012</li> <li>• Outreach Report</li> <li>• Finance Report, June 13, 2012</li> <li>• Honorarium for Jean Fife for Fifteen Years of Dedicated Service to the Outreach Committee</li> <li>• Increase in Board Administrator Compensation</li> </ul>	The Board approved all Consent Agenda documents.	
<b>Mission Statement and Leadership Values</b>	<ul style="list-style-type: none"> <li>• The Board agreed to add the values of Passion and Vision to the list of Board values. Other values include Cooperation, Empowerment, Collaboration, Integrity, Involvement and Responsibility.</li> <li>• These leadership values will be incorporated into the monthly positive affirmation.</li> <li>• Sheila will lead the August affirmation.</li> <li>• Leadership values will be added to the Board candidate application packet.</li> </ul>	The BoD agreed to add Passion and Vision to the list of leadership values. The BoD agreed to incorporate leadership values into the monthly positive affirmation.	

<b>Board Meeting Room</b>	<ul style="list-style-type: none"> <li>It was proposed to move the monthly Board meetings back into the conference room.</li> </ul>	The Board agreed to hold meetings in the conference room.	
<b>Owner Forum</b>	<ul style="list-style-type: none"> <li>No owners were present for the Owner Forum.</li> </ul>		
<b>Break</b>	<ul style="list-style-type: none"> <li>There was no meeting break.</li> </ul>		
<b>Orientation Process for New Board Members</b>	<ul style="list-style-type: none"> <li>The Board intends to create a more extensive orientation for incoming Directors.</li> <li>Board member orientation will take place after the August Board meeting.</li> <li>The August meeting will be a short one-hour business meeting, with the election of officers and committee chairs and an owner forum. Ethics statements and confidentiality agreements will also be signed. The new Board will have an hour of social time at 5 p.m., and Director orientation will take place from 7 to 9 p.m.</li> <li>Directors running for Board office will talk about the different positions during the business meeting.</li> <li>The Board Administrator will meet with the new Directors.</li> <li>The Owner Services Manager will be asked to offer Co-op 101 to the Board.</li> <li>Christina will be asked to offer Financial 101 to the Board</li> <li>Training will include charters and manuals, committees, board officer responsibilities, calendars, mission, values and vision, leadership, strategic priorities, goals, consensus, Board responsibilities, store tour with the GM, operations, and roles of Board and GM</li> </ul>	<p>The Board Administrator will create a manual for new Board director(s). It will be posted on the wiki.</p> <p>Incoming Directors will be given access to information as soon as confidentiality agreements are signed</p> <p>Shelia, Gwyneth and Peter agreed to mentor new Board members.</p>	
<b>GM Report</b>	<ul style="list-style-type: none"> <li>May 2012 sales broke all records. Sales are up 7%.</li> <li>The Co-op is supportive of the GMO-Free Jackson County initiative. Educational brochures are available in the store to help customers identify non-GMO products.</li> <li>The Ashland Planning Commission passed a change in the municipal code which may allow Umpqua Bank to consider a move to a downtown location.</li> <li>The online sales flyer is very successful. Owners are encouraged to sign up to receive the sales flyer via email.</li> </ul>		
<b>Staff Director Report</b>	<ul style="list-style-type: none"> <li>Employees are hoping to vote about unionization soon.</li> <li>Staff Council received some answers from the NLRB.</li> <li>Store departments are learning about GMOs.</li> </ul>		

<b>Meeting Evaluation</b>	<ul style="list-style-type: none"><li>• The meeting was successful and productive.</li><li>• The preparation done by Board members was appreciated.</li></ul>		
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The meeting was adjourned at 8:03 p.m.

**Board Actions:**

**The following Consent Agenda Items were approved:**

- Board Meeting Minutes, May 2012
- Executive Session Minutes, May 2012
- GM Report to the Board, June 2012
- Outreach Report
- Finance Report, June 13, 2012
- Honorarium for Jean Fife for Fifteen Years of Dedicated Service to the Outreach Committee
- Increase in Board Administrator Compensation

The next regularly scheduled Board meeting will be on Wednesday, August 8, 2012 at 6:00 p.m. with Ken Crocker facilitating.  
*The GM Report and Outreach Report are available on request.*

***Minutes are not posted until approved by the Board at the next month's meeting.***

Minutes were digitally recorded, kept and prepared by the Board Administrator, Abby Lazerow