

**Ashland Food Cooperative**  
**237 North First Street**  
**Ashland, OR 97520**  
**APPROVED**  
**Board of Directors Meeting**

**April 10, 2008**

**Board members present:** Erik Wallbank, Danielle Amarotico, Ric Sayre, Gwyneth Bowman, Guy Nutter, Peter Hoyt **Absent:** Serena St Clair **Staff present:** Richard Katz, General Manager; Leslie van Gelder, Board Assistant.

The meeting was called to order at 6:00 p.m. by facilitator, Erik Wallbank.

- 1. Announcements:** The correct date for the annual meeting/picnic is Sunday, June 22<sup>nd</sup>. Richard announced he will be gone until May 5<sup>th</sup>.
- 2. Agenda Review:** The agenda was reviewed and amended.
- 3. Owner Forum:** No owners were present.
- 4. General Manager's Report:** Richard answered questions about his report which had been sent out by email earlier in the week. He said that the Co-op has hired a new merchandising manager who brings a lot of business experience to the Management Team. Richard has gotten some feedback about the upcoming charges for bags. Gwyneth asked that the Board send a letter to the employees to thank them for the smooth transition to the new POS system. Erik offered to send the letter.
- 5. Vision: Expansion:** This topic was discussed during the executive session following the regular meeting.
- 6. Update on Meeting Facilitation and Consent Agenda:** Guy did some research on meeting facilitation and obtained proposal from several possible facilitators. After a discussion, the board decided to put an announcement in the next Newsletter asking for letters of interest from members who might want to facilitate the meetings. Erik explained the concept of a consent agenda and the board discussed the pros and cons of one. Erik proposed that we try out the consent agenda for the next meeting and the board agreed. Erik, Gwyneth, and Guy agreed to work together to interview any facilitators who responded to the ad in the newsletter. If no responses were received, it was agreed to continue the process to hire a facilitator.
- 7. Update on Board Selection Process:** Gwyneth announced that there are four people running for the board this year: Erik, Ric, Elizabeth Robinson, Holly Bergquist Wells. Gwyneth proposed that since the two candidates had attended the reception and board members who also attended deem them qualified to run for the board that they do not need to be interviewed. The board agreed. Gwyneth will call their references. Ric will call the other candidates who attended the reception to be sure that they didn't submit applications.

**8. June Meeting Decision:** The CCMA meeting falls on the date of the June board meeting. Because Richard and several board members will not be here for the meeting, Gwyneth proposed that the June board meeting be cancelled with the understanding that the board agree to focus all the energy necessary to have a successful annual meeting at the end of June. The board agreed.

**Note: Erik left the meeting at this point.**

**9. 2007 Social Responsibility Report Update:** Danielle reported that Maria Katsantones is working on the Social Responsibility report which will be published in the July/Aug newsletter. The committee met to work researching and planning the process of training the board and staff about the Natural Step program. The training may begin this summer for the Management Team and board.

**10. Community Grant Committee Report:** Danielle asked the board to make a recommendation concerning the grant selection committee. Since Maria Katsantones will be working on the Social Responsibility report which is due at the same time as the grant selection, she won't be able to serve on the selection committee. The committee asked the board whether they should look for another staff representative to sit on the committee this year or proceed with the current members. Gwyneth proposed that because of time constraints the committee proceed with the current members this year and advertise for the fourth position at a later date. The board agreed.

**11. Review Strategic Plan:** Postponed until the May meeting.

**12. Board Self-Evaluation Process:** Gwyneth asked the board to fill out the board self-evaluation form and the board officers' evaluation form and get them to Leslie by May 1<sup>st</sup>. The forms were sent to the board by email this week.

**13. Outreach Committee Report:** Peter Hoyt answered board member's questions regarding his report which had been emailed to the board earlier in the week.

**14. Review March Minutes:** The minutes were reviewed, corrected, and accepted.

**15. Meeting Evaluation:** Done

The meeting was adjourned at 8:47.

[The GM report and Committee reports are available on request.](#)

#### **BOARD ACTIONS:**

- Agreed to try using a consent agenda for the May meeting
- Agreed to cancel the June meeting
- Agreed the Grant Selection Committee proceed with current members this year and

advertise for the fourth position at a later date.

These minutes were approved by the Board of Directors at the May 10, 2008 meeting.