

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

Board of Directors Meeting
January 14, 2009

Board members present: Guy Nutter, Peter Hoyt, Ric Sayre, Gwyneth Bowman, Serena St Clair, and Elizabeth Robinson. **Staff present:** Richard Katz, General Manager; Leslie van Gelder, Board Assistant; Danielle Amarotico, Facilitator. **Absent:** Holly Berquist Wells

The meeting was called to order at 6:02 by the facilitator.

1. **Announcements:** Richard announced that the Natural Step training this week was excellent. Only two of 138 employees did not attend. Gwyneth brought the directors' attention to the article in the **Co-op Grocer** magazine about meeting members' needs.
2. **Consent Agenda:** The board accepted the following items on the Consent Agenda as presented:
 - November Board minutes
 - 2009 election and general event calendars
 - Committee Reports for Mgt. Relations Committee, Finance Committee (August revised*, and November draft)
 - Board Administrator job description
 - Proposal from Mgt. Relations to hire consultant Cheryl Good to collate GM evaluation forms
 - 2009 Strategic Plan – Management
 - 2009 Board Annual Work Plan
3. **Agenda Review:** The agenda was reviewed, amended and accepted.
4. **Owner Forum:** No owners were present.
5. **GM Report:** Richard answered questions about his report to the board, which had been sent out previously.
6. **Review Draft of 2009 AFC Budget:** Richard discussed the process of creating the budget for 2009. Currently, sales growth is flat, and the 4% growth originally forecasted in budget which was drafted in October should, more realistically, be cut in half. This should not present a problem to the Co-op, since we are in good financial shape overall. Richard recommended

waiting until the next finance committee meeting to present a revision to finalize the budget.

Richard also talked about restructuring the pricing of the Health and Beauty Aids (HABA) items, in order to be more competitive and provide customers with lower prices. By reducing HABA margins from 41% to 36%, overall store margins would be lower by about 0.5%, or between \$100,000 and \$120,000 for the year. This would lower the amount of net income and the total patronage refund.

The Board agreed to the Co-op's working within the current draft budget for 2009 which will be reviewed in February, and encouraged Richard to reduce HABA pricing.

- 7. Begin GM Evaluation – Review Evaluation Process:** The Board was given the proposed GM Evaluation Process and Timeline for 2009. The process has begun. At this point, the managers are filling out the evaluation forms. The Board will begin their evaluation of Richard in February. Cheryl Good will be consulting with the Board during the process and compiling the evaluations.

The Board went into Executive Session at 7:05 and resumed the regularly scheduled meeting at 8:12.

8. Meeting Evaluation: Done

The meeting was adjourned at 8:16 pm.

The next regularly scheduled Board meeting will be on Wednesday February 11th at 6:00 p.m. with Matthew Hartman facilitating.

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

BOARD ACTIONS:

- **The Board consented to work within the current budget for 2009 and review it in February.**

The minutes were approved by the Board at their February 11, 2009 meeting.