



**Ashland Food Cooperative
Board of Directors Meeting
June 12, 2013
APPROVED**

Board members present: Gwyneth Bowman, Joanie Kintscher, Phil Johnson, Ed Claassen, Sheila Carder **Employees present:** Richard Katz, Outgoing General Manager; Emile Amarotico, Incoming General Manager. **Others:** Ken Crocker Facilitator; Abby Lazerow, Board Administrator. Absent: Peter Hoyt

The Meeting was called to order at 6:00pm by Ken Crocker

AGENDA ITEM	DISCUSSION POINTS	ACTION TAKEN	REMINDERS/ FOLLOW UP
Positive Affirmation	<ul style="list-style-type: none"> Richard Katz led the Positive Affirmation 		
Announcements	<ul style="list-style-type: none"> Directors are reminded to purchase tickets for the Co-op annual picnic. 		
Agenda Review	<ul style="list-style-type: none"> The document "Authorization to Transact Business with Financial Institutions" was removed from consent agenda for a formal vote. 	Approved.	
Consent Agenda	<p>The board unanimously approved all Consent Agenda items:</p> <ul style="list-style-type: none"> Board Meeting Minutes, May 2013 Executive Session Minutes, May 2013 Finance Report, April 2013 	The board approved all Consent Agenda documents.	
Authorization to Transact Business with Financial Institutions	<ul style="list-style-type: none"> The Board formally voted to grant incoming GM Emile Amarotico authorization to transact business with financial institutions, effective June 15, 2013. The Board formally voted to revoke authorization to transact business with financial institutions for outgoing GM Richard Katz, effective June 28, 2013 	The Board approved the "Authorization to Transact Business with Financial Institutions" document. The Board voted to revoke authorization to transact business with financial	

		institutions for Richard Katz, effective June 28, 2013.	
Owner Forum	<ul style="list-style-type: none"> • Owners Steve Barnard and Deborah Wilson observed the meeting. 		
Happiness at Work Project Update	<ul style="list-style-type: none"> • A survey feedback session was recently held. Survey results were handed out to employees. • The survey produced valuable information. • Participants are well engaged in the HAW process and the Employee Alliance has been very supportive. • Employees volunteered to be part of solution teams in three areas: educational learning, communication and cooperation, stress and renewal. The teams will meet over three months to brainstorm, identify issues, concerns and challenges and areas of opportunity. After the teams submit a summary of their work, the groups will look for synergies and areas with a common focus. Solutions will be proposed and developed into formal recommendations for further action. • Managers have been included in the process to help break down barriers between employees and managers. 		
Computer Policy	<ul style="list-style-type: none"> • Computers are offered to Board Directors to assist them with communication and document management. • A Board computer is considered property of the Board of Directors until it is completely earned through 36 months of service to the Board by the Director. After that time, the computer will be considered owned by the Director. • Directors are expected to insure the computers while the computers are in their possession. • Some Directors pointed out computers may no longer be necessary and tablets or other technology may be more suitable for Board communication. 	The Board computer policy was amended to state new Board Directors will be allocated a specified dollar amount for purchase of an Apple product. The document was also amended to state the computer will be owned by the Board until the Director completes a three year term.	Board will continue discussion of the computer policy at the September 2013 Board meeting.

Break	<ul style="list-style-type: none"> A 10 minute break was taken at 7:07 p.m. 		
Scheduling Visioning and Planning Workshops	<ul style="list-style-type: none"> The Board discussed new planning and visioning process. The process will include the results of the HAW process, the 2013 Owner Survey, as well as feedback from the Sustainability Committee and the Management Team. Collaboration with the MT is an extremely important part of this process. One Director also suggested vendors offer ideas and feedback during part of the planning process. Board Directors will meet for two eight-hour facilitated sessions to develop a context map examining issues, trends, strengths, opportunities and challenges for the Coop for the next two, five and ten years. The goal of the planning process is develop the larger picture and vision themes, identifying the highest priority issues and opportunities. Strategy teams will be formed to develop strategic initiatives. The Board agreed to begin the groundwork for this process in the fall of 2013 and hold the first all-day planning session in January 2014. Richard, Ed, and Emile will meet in August to discuss the project and come back to the Board with a more detailed proposal. 	The Board strongly supported the initiative.	Richard, Ed and Emile will develop a more detailed proposal.
GM Report	<ul style="list-style-type: none"> Sales growth is consistently around 4%. It is critical for the Deli to have a functional kitchen space. The Deli space is not commensurate with its level of sales. There may be some new opportunities for the Co-op to expand its space. Stuart Green is now the Co-op's first Sustainability Coordinator. The Staff Director's work with the Happiness at Project has been very effective. The Employee Alliance has been most helpful with this project. 		
Staff Director Report	<ul style="list-style-type: none"> The Staff Director has been very inspired by the energy and caring Co-op employees have been giving to the Happiness at Work Project. Many employees have been volunteering their time to the program. Sharon has worked hard to coordinate the HAWP meetings. 		
Annual Meeting Update	<ul style="list-style-type: none"> Meeting plans are well set. This year local products and food will be served. 		

	<ul style="list-style-type: none">• Food will only served from 5-6 p.m.• Owners are asked to bring own plates and eating utensils.• Many volunteers will help break down items and return them to the Deli and culinary storage.		
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The meeting was adjourned at 8:10 p.m. The meeting was followed by an appreciation circle for Richard Katz.

Board Actions:

The following Consent Agenda Items were approved:

- Board Meeting Minutes, May 2013
- Executive Session Minutes, May 2013
- Finance Report, April 2013

The next regularly scheduled Board meeting will be on Wednesday August 14, at 6:00 p.m. with Ken Crocker facilitating.

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

Meeting minutes were kept, prepared and digitally recorded by the Board Administrator, Abby Lazerow.