

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

Board of Directors Meeting
September 9, 2009

Board members present: Guy Nutter, Peter Hoyt, Ric Sayre, Gwyneth Bowman, Glenn Hill, Joanie Kintscher, and Elizabeth Robinson. **Staff present:** Richard Katz, General Manager; Leslie van Gelder, Board Assistant; Matthew Hartman, Facilitator.

The meeting was called to order at 6:05 by the facilitator.

1.	Announcements: Richard announced that the Co-op was awarded the “Organic Retailer of the Year” by the Oregon Organic Coalition. One of the Co-op members will be setting up a month-long display to promote banning cell phones at the store. Leslie requested that all committee events and meetings to be held in the Community Classroom should be scheduled through her, instead of Annie Hoy. The staff holiday party has been tentatively scheduled at the Standing Stone for Sunday, Dec 13 th . The all staff meeting will be held on Sunday, Oct 11 th at 6:30. The next “Dinner with the Directors” will be on October 21st. Elizabeth, Ric, and Gwyneth will attend.
2.	Owner Forum – No owners were present.
3.	Agenda Review – Done
4.	Consent Agenda The board approved the following items on the consent agenda: • August Minutes • Outreach Committee Annual Report • Committee Minutes: Finance Committee, Board Development, Outreach • Revised Outreach Committee Charter • Revised Financial Policies • 2010 Activity and Event Calendars
5.	Location of Board Holiday Dinner – The board agreed to hold their holiday dinner on December 9 th at the Standing Stone. Gwyneth will make the arrangements. In November, the board will decide if they will hold a December meeting before the dinner.
6.	Lunch with the Managers –The discussion and lunch will be held on Thursday, Oct 22 from 11:30 to 2:30. Included on the agenda will be Introductions and a brainstorming session for the 2010 strategic plan. Richard will talk with the Management Team and get their suggestions for agenda topics, also. Matthew Hartman will facilitate the meeting. Leslie will take minutes. The Management Relations Committee will put together the final agenda.
7.	GM Report – Richard talked about the recent decision to stop selling still water in bottles smaller than a gallon as of September. Among other reasons for this decision, is the fact that our local tap water is better quality than a lot of bottled water; water is shipped here from long distances; bottled water is draining aquifers, is responsible for a lot of plastic waste, and many bottles end up in land fills.
8.	Optimal Number of Owners – The board discussed what the optimal number of Co-op owners might be. Richard pointed out that the issue is not really the number of owners, but the percentage of sales to owners. The more sales are to owners, the more money it costs

	the Co-op in patronage refunds and discounts. There is a balance between encouraging more owners by having attractive benefits and having fewer owners by making it difficult to become an owner. We are now at 70% of sales to owners, which Richard believes is a reasonable number and one which is average in the industry. The board felt no need to put a cap on the number of Co-op owners.
9.	Board Procedure Documents and Committee Chair Job Description – Gwyneth reminded the board that one of its focuses for the year is to develop procedures to go along with our policies. The board discussed writing job descriptions for each committee chair and decided that a description of the work of each committee, as well as its chair, would be more useful. Richard and Gwyneth will develop an outline of the work of the Management Relations Committee which could serve as a template for the other committees. They will bring it to the board at the October or November meeting.
10.	Prioritizing Training Goals for 2010 – A survey was sent out to board members before the meeting to gather ideas on training prioritizations. Some ideas suggested were training on conflict resolution and/or Compassionate Communication, consensual decision making, and board succession planning. After a discussion, the board agreed to ask Matthew Hartman to provide training on conflict resolution and conflict styles, perhaps to be followed at a later date by training on Compassionate Communication. Since the committees will be working on succession planning when they are developing process documents, the board felt there was no need for training in that area. The training will be held on October 14 th from 2 pm to 6 pm followed by dinner, in place of the regular board meeting. If necessary, a consent agenda could be approved at the dinner meeting.
11.	Board Budget and Discussion of Training – Guy presented training for the Board on preparing a budget and what the Board's responsibility is in that process. The board unanimously appreciated his creative presentation. The next financial training will be on monthly budgets and the red flags they raise. Guy recommended the Board read the Hamilton report and the Growth Report which Richard and Christina wrote. Leslie will put these documents on the wiki.
12.	Meeting Evaluation: Done

The meeting adjourned at 8:10 pm.

The October board meeting will be cancelled and a training session from 2:00 pm to 6 pm followed by a dinner will be held on October 14th instead.

Board Actions:

• The following Consent Agenda Items were approved:

- August Minutes
- Outreach Committee Annual Report
- Committee Minutes: Finance Committee, Board Development, Outreach
- Revised Outreach Committee Charter
- Revised Financial Policies
- 2010 Activity and Event Calendars

Minutes were kept and prepared by the Board Administrator, Leslie van Gelder and were approved by the Board at their October 14th meeting. The GM report and Committee reports are available on request.