



Board of Directors Meeting Minutes
May 10, 2017
APPROVED

Present: Gwyneth Bowman, Joanie Kintscher, Gary Einhorn, Julie O'Dwyer, Ed Claassen, Jeff Golden, Charlie Douglass.
Others present: Emile Amarotico, General Manager, Abby Lazerow, Board Administrator.

Facilitator: Jeff Golden Timekeeper: Gary Einhorn

The meeting was called to order at 6:07 pm.

	ITEM DESCRIPTION	DISCUSSION	ACTION	FOLLOW-UP
1.	Positive Affirmation	<ul style="list-style-type: none"> Jeff Golden led the positive affirmation. 		
2.	Owners Forum	<ul style="list-style-type: none"> Owner Al Karger commented that he heard other owners who attended a recent Board of Directors meeting were impressed with the effectiveness of the Board. 		
3.	Announcements and Opportunities	<ul style="list-style-type: none"> The Grants Awards Ceremony will be held at 5 p.m. on May 24 at the Ashland Hills Inn. Meet the Candidate Night will be held at 7 p.m. on May 31 in the Co-op Classroom. 		
4.	Agenda Review	<ul style="list-style-type: none"> Done. 		
5.	Consent Agenda	<p>Consent Agenda:</p> <ul style="list-style-type: none"> April 12, 2017 Board Meeting Minutes April 12, 2017 Executive Session Minutes Board Finance Report, March 2017 Exit Interview Questions, May 2017 2016 Board Actions <ul style="list-style-type: none"> A Director requested the April Board meeting minutes be changed to read " ...eliminating any further trespass time if the youth has completed the program. The Board approved of this change. The Consent Agenda was unanimously approved. 	The consent agenda was unanimously approved, with the wording change noted in the minutes.	



6.	GM Goals	<ul style="list-style-type: none">• The GM evaluation comments of the MT and Board were consolidated into a single list. The list was sent to the Board and prioritized. The GM reviewed the priorities and developed a draft of his 2017-2018 goals for the Executive Committee.• The GM goals include: Establish Store Manager Position, Food Production Facility, Financial Focus and Advance Expansion Initiative.• The Board will be updated on the GM goals monthly as well as other important goals when appropriate. Timing milestones will be noted in the GM Report. The GM goals are fluid and changes can be made as needed.• The GM Goals will be placed on the consent agenda in June.	The Board unanimously agreed to place the GM goals for 2017-2018 on the June consent agenda.	
7.	Virtual Annual Meeting Update	<ul style="list-style-type: none">• The team is beginning to organize the 2017 virtual annual meeting. The team includes members of the Marketing and Education Department. Tech will look at multiple platforms that could serve the team's criteria.• An owner volunteer may join the team.• The MFC annual meeting is May 21.		
8.	CCMA	<ul style="list-style-type: none">• On Tuesday, May 10, the BDC unanimously requested the Board vote on Wednesday, May 10, 2017 to send one or two directors to CCMA (Consumer Cooperative Management Association.)• Julie O'Dwyer presented an updated CCMA budget for one and two Directors. She proposed a vote for one Director to attend and then a second vote to send two Directors.• The Board unanimously agreed to send one Board director to CCMA.• Three Directors agreed to send a second Director to CCMA and 4 were opposed.• The Board President Gwyneth will sign the travel request form to send one Director to CCMA.		



9.	Finance Committee Report	<ul style="list-style-type: none">• 361 patronage dividend checks, totaling \$645 and greater than four years old, are still outstanding. All owners with outstanding checks received a notice on December 1 of the fourth year. No responses were received.• The Board unanimously agreed to cancel all patronage dividend checks greater than four years old.• One Director suggested that the bylaws could be updated to include an article about cancelling outstanding patronage dividend checks that are greater than four years old.• First quarter financials were 2% lower than projected budget. This was due to lower sales, increased labor costs, and occupancy of the food production facility. Additionally, member discount participation is very high. Margins are still good and above budget.• Employee unexcused absence hours will no longer accrue towards the bonus.	The Board unanimously agreed to cancel patronage dividend checks greater than four years old.	Possible future bylaw change: outstanding patronage dividend checks that are older than four years can be automatically cancelled.
10.	GM Report	<ul style="list-style-type: none">• Employees are motivated to build the productivity bonus.• Emile followed up at the recent Finance Committee meeting about banking with Wells Fargo. Unfortunately, local credit unions are not set up for commercial business. The Co-op cannot use a credit union out of state or area because each credit union has its own territory.• If other businesses could be brought to a local credit union, perhaps it would be affordable for the credit union to invest in the software needed for large business accounts.• The employee barbeque will be held on June 30 from 10 a.m. to 2:00 p.m.		

The meeting was adjourned at 7:36 p.m.