



Board Meeting Minutes
January 11, 2017
APPROVED

Present: Gwyneth Bowman, Joanie Kintscher, Ed Claassen, Jeff Golden. **Others present:** Emile Amarotico, General Manager; Abby Lazerow, Board Administrator, Christina Oliver, Finance Manager. **Attending Via Conference Phone:** Julie O'Dwyer and Gary Einhorn. **Absent:** Charlie Douglass.
Facilitator: Jeff Golden; **Timekeeper:** Gwyneth Bowman.

The meeting was called to order at 6:10 p.m.

	ITEM DESCRIPTION	DISCUSSION	ACTION
1.	Positive Affirmation	<ul style="list-style-type: none"> Gwyneth Bowman led the positive affirmation. 	
2.	Owners Forum	<ul style="list-style-type: none"> There were no owners present. 	
3.	Agenda Review	<ul style="list-style-type: none"> The agenda was reviewed. No changes made to the agenda. 	<ul style="list-style-type: none"> Done.
4.	Consent Agenda	<p>The following Consent Agenda items were approved:</p> <ul style="list-style-type: none"> November 9, 2016 Board Meeting Minutes November 9, 2016 Executive Session Minutes Board Finance Report, January 2016 <ul style="list-style-type: none"> The 2017 Board General Calendar, 2017 Board Elections Calendar, and the Board Candidate Packet were moved to the February consent agenda, based on the need to determine the 2017 Annual Meeting date. 	<ul style="list-style-type: none"> The Consent Agenda was unanimously approved, with three items tabled until February 2017.
5.	2017 Operating Budget	<ul style="list-style-type: none"> Financial Manager Christina Oliver presented the 2017 Co-op operating budget. \$31 million in total sales is expected for 2017. Margins are similar to last year's budget. It is assumed some sales will move to Safeway when they reopen. Ed proposed the Board accept the 2017 Co-op operating budget. The Board of Directors unanimously agreed to approve the 2017 Co-op operating budget. The Board appreciated Christina's presentation. 	<ul style="list-style-type: none"> The Board of Directors unanimously approved the 2017 Co-op operating budget.
6.	Report on GM Goals	<ul style="list-style-type: none"> The GM Goals discussion was deferred to the Executive Session. 	



7.	Selection of Electronic Voting Company	<ul style="list-style-type: none">• The BDC presented their reasons for choosing the electronic voting company Simply Voting to carry out the board elections.• Ed proposed the Board accept the bid of Simply Voting. The Board unanimously agreed to hire Simply Voting.	<ul style="list-style-type: none">• The Board unanimously agreed to hire Simply Voting to carry out the 2017 Board elections.
8.	GM Evaluation Process Update	<ul style="list-style-type: none">• The Board President read the GM evaluation questions to the Board. The evaluation questions were simplified this year. The GM ratings scale was also discussed.• Evaluations were emailed to managers on January 9 and are due on January 23. Board evaluations will be distributed February 1 and completed by February 15. All evaluations are completed online using Survey Monkey.• The Board will receive a summary of the MT comments and GM self-evaluation on February 1.• The Board will rate the GM goals as a group during the February 8, 2017 Executive Session.	
9.	Annual Meeting Date	<ul style="list-style-type: none">• The Outreach Department has requested the Annual Meeting be moved to June 17 instead of June 24 or 25. Two staff members will be attending a conference at end of June and Kid's Camp is also held during that time period.• The Outreach Chair proposed moving the Annual Meeting to June 17. The Board unanimously agreed to hold the Annual Meeting on that date.• The Outreach Chair requested the Board consider holding a separate business meeting on a different date from the annual picnic in future years. The Executive Committee reported they had discussed the annual meeting in December and had unanimously agreed to hold the business meeting and the picnic on the same day.• The Outreach Chair asked the Board to consider their expectations of the Outreach Department over the coming year. The Chair will email questions to the Board about their expectations for the Outreach Committee.• The Outreach Chair was uncomfortable asking the Outreach Department to carry out work that puts a strain on their daily operations and said the Annual Meeting was a large job for that department to handle. The GM stated the Outreach Department was responsible for carrying out the logistics of the Annual Meeting and Picnic and to assist the Board in holding this important	<ul style="list-style-type: none">• The Board agreed to hold the Annual Meeting on Saturday June 17, 2017.



		<p>Co-op event. The Outreach Department should reserve the end of June for this event each year and work their schedules around this meeting.</p> <ul style="list-style-type: none">• The Board agreed to discuss the Annual Meeting at a future Board meeting or work session.	
10.	GM Report	<ul style="list-style-type: none">• The new parking ambassador has been very successful. This week the Co-op received 5 comment cards raving about improvements in the parking experience.• The GM is investigating other options for parking with the City of Ashland, including making some 30-minute parking spaces and making the lot one-way. He will meet with a traffic engineer next week.• The GM is working with Resolve to develop a process for juvenile shoplifters.• E-Coupons recently went live and are functioning well.• The Co-op is investigating the possibility of using the services of a credit union or bank other than Wells Fargo. An independent consultant has been hired to analyze the feasibility of the change.	
11.	Broadening Access to Healthy Food as a Future Strategic Planning Initiative	<ul style="list-style-type: none">• Directors would like the Co-op to expand ways to make healthy food accessible to economically disadvantaged shoppers. This represents an important Co-op value. Two Directors presented a proposal to develop this idea as a future strategic initiative.• The initiative would study the viability of offering products to the economically disadvantaged in ways that would not undercut the store's basic business model. A detailed recommendation could be made within 12 to 18 months. Ideas that might be explored include expanded basic pricing items and a warehouse store for bulk purchasing. There are also opportunities for partnering with other organizations and funding through grants.• Leadership would be needed from store management rather than an owner-volunteer.• The Board agreed to present this idea to the MT at the January 18, 2017 Strategic Planning meeting to see if there is interest in adopting the proposal as a future strategic initiative.	

The meeting was adjourned at 8:10 p.m. Minutes were taken by Abby Lazerow, Board Administrator.