



Board Meeting Agenda
November 11, 2019
APPROVED

Present: Julie O'Dwyer, Ed Claassen, Trine Ostergaard, Charlie Douglass, Annie Hoy, Steve Bowman, and Lisa Beam. **Others present:** Emile Amarotico, General Manager; Abby Lazerow, Board Administrator. Attending by conference phone: Melina Barker.

Facilitator: Annie Hoy Timekeeper: Lisa Beam. The meeting was called to order at 6:00 p.m.

| | ITEM DESCRIPTION | DISCUSSION | ACTION |
|----|--|---|--------|
| 1. | Positive Affirmation | <ul style="list-style-type: none"> • Lisa Beam led the positive affirmation. | |
| 2. | Owners Forum | <ul style="list-style-type: none"> • Owners Favar Demetria and J. Amelia Ellis attended the meeting. | |
| 3. | Announcements and Opportunities | <ul style="list-style-type: none"> • Holiday Cookie Party, Saturday December 7. • Directors may assist with Thanksgiving grocery bagging, Tues & Weds. Nov. 26 & 27. • Employee Holiday Party, December 7, at the Ashland Springs Hotel • Jon Steiman will give a talk about his book <i>The Grocery Story</i> on November 18 in the Co-op Classroom. • The Co-op had a booth at the recent Ashland Culinary | |

| | | | |
|----|---|--|-----------|
| | | Festival. It was a successful event. | |
| 4. | Agenda Review | Done. | Done. |
| 5. | Consent Agenda: | <p>The following Consent Agenda items were unanimously approved:</p> <ul style="list-style-type: none"> • Board Meeting Minutes, October 9, 2019 • Executive Session Minutes, October 9, 2019 • Board Finance Report, September 2019 | Approved. |
| 6. | BDC Proposal – Board Compensation Increase | <ul style="list-style-type: none"> • The BDC reviewed compensation from other co-ops similar in size with \$20-40 million in sales and determined the average of their stipends. The recent Bylaw change allowed the Board to change compensation within the bounds of matching the average of their peers. • The AFC Board of Directors has been paid the same monthly stipend since 2003 (\$100 per month for directors, with Board officers receiving an additional \$50 per month.) The Board has been considering increasing Board compensation for more than four years. • To help compensate for the many responsibilities and expectations of this working Board, and to attract a more diverse Board representative of our ownership, the Board of Directors agreed to increase the monthly Board director stipend to \$150 per month. The Board President would receive an additional \$100 per month and the other Board officers would receive an additional \$75 month. Non-Board officers who chair a committee would receive an additional \$50 per month. Additionally, the Board discount was increased to 20%, which would add approximately \$6000 per year to the Board budget. This increase would be effective as of January 1, 2020. • Six directors approved this proposal, and one abstained. | |
| 7. | Initiative 5 Update; | <ul style="list-style-type: none"> • Members of the Initiative 5: Multi Location Task Force are Dean Williamson, Kelly McNamara, Julie, Emile, Roger | |

| | | | |
|-----|--|---|--|
| | Membership and Goals | <p>Noyes (MFC Board Treasurer) and Mark Gibbs. Jack Vitacco and Ian Crosby have expressed interest in attending.</p> <ul style="list-style-type: none"> • The team's goal is to bring the Board a proposal for location expansion by the end of 2020. An additional location in the Rogue Valley could help to grow business outside of the main Ashland store. | |
| 8. | MEETING BREAK | A ten-minute break was taken. | |
| 9. | Board Retreat Review | <ul style="list-style-type: none"> • The Board reviewed the recent Board retreat held at Peace House. • Positive feedback included: The time to discuss Board goals was appreciated; the team building experience was effective and enjoyable; the time spent together doing meaningful work was valuable. | |
| 10. | October Round up for Change for Good Program Report | <ul style="list-style-type: none"> • The Chair of the Change for Good program gave a report. In October, the Co-op tested the technology at the registers for the Change for Good program. Funds raised in October will be matched by the Twin Pines Foundation. During this first test, customers were not directly asked to round up. The Marketing Department, Front End and Store Manager are working together to implement the Change for Good program more effectively. • Currently the POS system does not allow customers to round up automatically. The Finance Manager will contact other co-ops that use Catapult to see if they can fund the development of a program that would allow for opt-in round ups. • The AFC Gives committee will lead training about the Change for Good program at the staff spring assemblies. Additionally, grant recipients will be asked to develop a brief information session for employees to learn about their | |

| | | | |
|-----|-----------------------------|---|--|
| | | <p>organizations.</p> <ul style="list-style-type: none"> • Medford Food Co-op raises \$2000-\$4000 each month for their round up organizations. | |
| 11. | Board Finance Report | <ul style="list-style-type: none"> • The Co-op is 1% under budget this year. • The Board Treasurer reviewed the Board budget. • The Board unanimously approved the Board budget. | |
| 12. | GM Report | <ul style="list-style-type: none"> • The Co-op is developing a system where prepared food orders can be placed and prepaid online via the Make to Order POS module. • October sales increased 3.2% over the prior year, with year to date sales growth about 3.33%. • There is a solid protocol in place to mitigate the effects of future smoke events. • Internally, the Deli will now be called the Prepared Foods Department. • The Deli Manager will be retiring on December 31. There are a number of internal and external candidates interested in the Prepared Foods Manager/Executive Chef position. The first round of interviews will begin next week • The GM is working with an electrical engineer to design a standby system to mitigate store losses in case of power outages. | |
| 13. | Clear Creek Property | <ul style="list-style-type: none"> • The Board discussed potential ways to temporarily use the Clear Creek property on a seasonal basis until it is permanently developed. Ideas included: creating a food truck location, farming the land, implementing a bee farm, hosting the Saturday farmer's market, and hosting semi-portable homes for the homeless. | |
| 14. | Board Holiday Party | <ul style="list-style-type: none"> • The Board holiday party will take place at 6:30 p.m. on December 11. | |
| | | | |

The meeting was adjourned at 8:08 p.m. Minutes were prepared by Abby Lazerow, Board Administrator.