



Board Meeting Minutes

Wednesday, June 10, 2020

APPROVED

Attending via video conference: Julie O'Dwyer, Ed Claassen, Trine Ostergaard, Charlie Douglass, Annie Hoy, Steve Bowman, Melina Barker, Lisa Beam. Emile Amarotico, Abby Lazerow.

Facilitator: Charlie Douglass Timekeeper: Trine Ostergaard
 The meeting was called to order at 6:04 p.m.

	ITEM DESCRIPTION	DISCUSSION	ACTION
1.	Positive Affirmation	<ul style="list-style-type: none"> Charlie Douglass led the positive affirmation. 	
2.	Announcements and Opportunities	<ul style="list-style-type: none"> The Board and MT will hold five strategic planning sessions over the next month and a half. The BDC discussed and approved an Equity, Diversity and Inclusion training for Melina Barker for late June. The BDC recommended new directors attend Co-op 101 in July. Board elections will end on June 10 at 9 p.m. Julie O'Dwyer read the Board's recent statement about social justice. 	
3.	Agenda Review	<ul style="list-style-type: none"> Done. 	
4.	Consent Agenda	<p>The following Consent Agenda documents were approved:</p> <ul style="list-style-type: none"> Board Meeting Minutes, May 13, 2020 Executive Session Minutes, May 13, 2020 (confidential, unapproved) Board Finance Report, May 2020 OEC Combined Charter and Manual, May 2020 	The Board unanimously approved the June consent agenda.

<p>5.</p>	<p>June 8-10 CCMA Webinars Review</p>	<ul style="list-style-type: none"> • The Board discussed the three recent Consumer Cooperative Management Association webinars. All members of the Board and MT participated in the conference. • Topics included how co-ops are addressing challenging economic conditions for stores and shoppers. Three co-ops had engaged local nonprofits in providing discounts to groups who would not ordinarily shop at their stores. • Co-ops can communicate their values to the community through their actions. Some stores were able to design large discounts on fresh produce and co-op basics for people who qualified for food support. The program was conducted in a way that did not conflict with store offerings or undercut traditional business. This program was very inclusive and made it easy to use the benefit with dignity. • Wednesday’s CCMA presentation made it clear to directors that concern for black lives is not taking a political stand; rather it is a stand for human rights. • The e-commerce presentation was excellent and made directors aware of the many complicated and time consuming components requiring extra staffing to provide effective online ordering and pick-up. • One co-op developed a ‘basic bag’ for pick-up that offered three meals a day for two people for two days at a reasonable price. The bag included all ingredients and instructions on how to prepare the meals. • Directors will consider what they have learned in the CCMA trainings in the strategic planning process. 	
<p>6.</p>	<p>2020 GM Priorities</p>	<ul style="list-style-type: none"> • Each year the Board works with the GM to establish his GM priorities. In March, Emile would have presented the 2020 priorities to the Board with key milestones and timeline but this was put aside due to Covid-19. • GM goals may include expansion of prepared and private label foods and creation of a delivery service. • The goal to expand the main store footprint may also change because of current conditions. The design of the store may need to be different because of the need for social distancing. 	<p>.</p>

		<ul style="list-style-type: none"> • The GM has made progress on the goal to build resilience to climate change and other threats, including designing a micro-grid on campus and exploring the installation of a generator to power vital parts of the store during outages. 	
7.	Board Finance Report	<ul style="list-style-type: none"> • Every June the Finance Committee reviews the AFC budget. The committee determined that the 2020 budget should be left as is. • If employees need extra sick time because of Covid-19, an additional 80 hours of sick time will be separately funded from PPP. 	
8.	GM Report	<ul style="list-style-type: none"> • The number of shopping trips has increased to 2000 a day. The average basket size is smaller than the past few months. Some travelers are frequenting prepared foods or reloading their coolers. • Prepared foods sales are 60% of normal. Some peers have shut down prepared foods completely • The meal credit for employees has been well received. • There are new clear plastic curtains at check stands to offer social distancing for shoppers. • Harry and David, Bob's Red Mill, and Pacific Seafood in Newport have recently had a number of positive Covid-19 cases. The outbreaks are happening where production employees are working in close quarters. Requiring employees and shoppers to wear masks at the store can help reduce the possibility of a Covid-19 outbreak at AFC. If employees became ill, not only would it seriously impact those individuals and their families, but it could also impact the Co-ops ability to serve the community. • OSF is actively pursuing a tenant at the former Starbucks on Main Street and asked Emile to do a walk through. Julie O'Dwyer will also participate. • The Co-op has been working on setting up an e-order system. It has been challenging to create an online store and the team is doing an excellent job. The system will be set up for next day pickup. • In case of a summer of smoke, the store is offering employees who did not take advantage last year a \$30 coupon towards the purchase of an air purifier at ACE Hardware, including a \$5 discount from ACE. • The extension of the 10% off coupon for owners through July was appreciated. 	

		<ul style="list-style-type: none"> • Employees can use an infrared thermometer at the store to test their own temperatures. By going to work, they are attesting that their temperature is below 100.4 degrees. If their temperatures are higher, they are instructed to clock out, go home and call HR. 	
9.	Owners Forum	<ul style="list-style-type: none"> • Owners Mark Gibbs, Merrill Ward, Jake Patowski, Linda Whorton, Bob Kaplan, Lawrence Nagel, Yehudit Shemesh and Amey Broeker attended the meeting. • Merrill Ward and Bob Kaplan were deeply moved by the social justice statement by the Board. • Merrill Ward enjoyed watching the Board in action. He said voting for the Board elections was very easy. He supports the mask requirement at the store, even though he heard complaints online. • Bob Kaplan asked about using single use plastic and bulk bins, now that the region is in phase 2. The GM responded that in order to protect shoppers and employees, it is not yet possible to turn back to “normal”. 	

The meeting was adjourned at 7:25 p.m. Minutes were prepared by Abby Lazerow, Board Administrator.