



**ASHLAND
FOOD CO+OP**
— BOARD OF DIRECTORS —

Board Meeting Minutes

February 9, 2022

Approved

Directors attending: Ed Claassen, Annie Hoy, Melina Barker, Mark Gibbs, Lisa Beam, Larry Cooper.

Others attending: Emile Amarotico, General Manager; Abby Lazerow, Board Administrator. **Absent:** Julie O'Dwyer.

Facilitator: Larry Cooper Timekeeper: Ed Claassen The meeting was called to order at 6:02 p.m. by Larry Cooper.

	ITEM DESCRIPTION	DISCUSSION	ACTION
1.	Positive Affirmation	<ul style="list-style-type: none"> Annie Hoy led the positive affirmation. 	
2.	Land Acknowledgement	<ul style="list-style-type: none"> Ed Claassen led the land acknowledgement. 	
3.	Owners Forum	<ul style="list-style-type: none"> There were no owners present. 	
4.	Announcements and Opportunities	Announcements and Opportunities Included: <ul style="list-style-type: none"> March 9, Candidate Information Night, 5 p.m. Board Candidate Applications are available online March 1. Submission deadline is March 24 at 9 p.m. Directors were reminded to work on the GM Evaluation form to prepare for the March evaluation in Executive Session. 	Annie Hoy will facilitate the Candidate Information Meeting; Larry will be a co-facilitator.
5.	Agenda Review	<ul style="list-style-type: none"> Done. 	
6.	Consent Agenda:	Consent Agenda: <ul style="list-style-type: none"> Board Meeting Minutes, 1-12-22 (Unapproved) Executive Session Minutes, 1-12-22 (Unapproved, Confidential) Board Finance Report, December 2021 	The Consent Agenda documents were unanimously approved.
7.	Board Participation in February 14, 2022 50th Anniversary Programs	<ul style="list-style-type: none"> The Board is invited to distribute cookies to celebrate AFC's 50th anniversary. Annie Hoy, Ed Claassen and Mark Gibbs will participate. 	
8.	AFC Gives Update	<ul style="list-style-type: none"> \$4399 was raised for Rogue Climate Action in January. Rogue Farm Corps is the AFC Gives beneficiary for February. 	

		<ul style="list-style-type: none"> • The average round up is \$.42. 	
9.	Board Finance Report	<ul style="list-style-type: none"> • The Board Treasurer presented the 4th quarter year-end numbers. Board and owners should feel good about the financial strength of the organization, especially during this year of volatility. The balance sheet remains strong and solid. • YTD annual sales were \$31.4 million, under budget by \$1 million or 3%. Sales were down \$183,000 compared to 2020 due to the impact of the pandemic and summer fires. • 38.7% gross margins have performed well; margins were .5% over budget. • Wages, despite hero/hazard pay, was \$492,000 for the year, less than budgeted. A \$29,000 productivity bonus was paid in January 2022 to employees. Hero pay was excluded from the productivity bonus calculation. Benefits for the year were flat to budget, but were \$250,000 higher than last year. Benefits have come in under budget for the past 3 years. • Profit sharing for employees came in at \$157,000. • Patronage dividends will be approximately \$500,000 for the year, compared to \$449,000 for 2020. • AFC may receive a tax credit based on amended payroll filings, but the IRS is backed up for 9 to 12 months. 	
10.	GM Report	<ul style="list-style-type: none"> • Sales are positive after the New Year. • An independent insurance consultant from Massachusetts will conduct an Insurance analysis to determine and advise if AFC is adequately covered or over insured. The consultant charges an hourly rate and does not recommend carriers. • An assessment of the wage scale for administrative employees will be conducted through NCG's HR team. They have comparative and national data. • Covid test kits for employees have arrived. • A person who drove into the barn has resolved the issue with a plea bargain and restitution. • A shopper made a court complaint about face coverings. That case was dismissed. 	
11.	Masks in the Store	<ul style="list-style-type: none"> • Current state guidelines indicate at the end of March mask 	

		<p>mandates for public access of indoor facilities will be lifted and masks will be optional.</p> <ul style="list-style-type: none">• The Covid situation could change quickly. AFC has systems in place to be responsive to state guidelines.• A director suggested offering special masked hours so that shoppers could continue to feel safer.	

The meeting was adjourned at 7:15 p.m. Minutes were prepared by Abby Lazerow, Board Administrator.