

**Board of Directors Meeting Minutes**  
**December 8, 2021, 6:00 pm (teleconference)**

**Present:** Ceci Lopez, Margaret Gerard, Randy Rydel, Laura Weiss, TQ Nguyen, James Erb, RJ Halloran, Jon Edholm, Julia Maue, Kate Goldman, Harry Patz, Mardi Solomon, Jean Rogers

**Absent:** None

**Facilitator:** Holly O’Neil

<b>Topic</b>	<b>Key points</b>	<b>Outcome</b>
<b>Consent Agenda</b>	<p>All directors present confirmed they read the Board packet.</p> <ul style="list-style-type: none"> <li>• Action of Consent – Board minutes 10/13/21 - no comments</li> <li>• Board business minutes: 11/10/2021 – no comments</li> <li>• Board Development (BDC) minutes: 11/23/21 – no comments</li> <li>• Fall Retreat minutes (<i>confidential</i>) 11/10/21 - no comments</li> <li>• GM Report – no comments</li> </ul>	Approved by consensus
<b>Board Chair Report</b>	<ul style="list-style-type: none"> <li>• Welcome to the prospective Board candidates attending the meeting</li> <li>• Coming soon: Annual Board Self Evaluation Survey</li> <li>• Reminder: Board candidate deadline is January 10, 2022</li> <li>• Save the date: Annual Meeting, Thursday March 31 (virtual)</li> </ul>	--
<b>Board Recruitment &amp; Appointment</b>	<ul style="list-style-type: none"> <li>• Directors Ceci Lopez, Laura Weiss and Margaret Gerard can meet with Board candidates.</li> <li>• Proposal: To make an appointment to fill the rest of outgoing director Ryan Peter’s term. The appointee would run in the 2023 Board election. Three Board seats will be open in the 2022 Board election as usual.</li> </ul>	-- Approved by consensus
<b>Board Vice Chair Position</b>	<ul style="list-style-type: none"> <li>• Proposal: To approve a new Board Vice-Chair in April to fill the vacancy left by Ryan Peter’s departure (moving out of state), and for director TQ Nguyen to join the Executive Committee to support the GM search process.</li> </ul>	Approved by consensus
<b>GM Search</b>	<ul style="list-style-type: none"> <li>• The group reviewed a survey of Board directors and managers, identifying the top three attributes in four categories: competencies, skills, key experiences, and personal attributes. The Board will use these to develop questions for the GM candidates, and to guide the search process. Additional characteristics that are important to prioritize are: Transparency, Embrace Cooperative Structure, and Emotional IQ.</li> </ul>	--
<b>Executive Session – GM Search</b>	<ul style="list-style-type: none"> <li>• The Board entered Executive Session at 8:07 pm.</li> <li>• Proposal: To use a salary range based on industry standards for co-ops of our size with multiple locations, when posting the ad for the GM position. The Board will decide specifics when they hire.</li> </ul>	Approved by consensus
<b>Adjournment</b>	The meeting concluded at 8:30 pm.	--

*These minutes have been approved by the Board of Directors.*

**Next Meeting – Wednesday, January 12 at 6:00 pm via Zoom teleconference – “doors” open at 5:45 PM**