

**Board of Directors Meeting Minutes  
June 14, 2023 at 6:00 pm (in-person)**

**Present:** Laura Weiss, Randy Rydel, RJ Halloran, Margaret Gerard, Joseph Correa, Tony Vernon, Jon Edholm, Renee Hall

**Absent:** Heidi Beierle, Diane Krapf, Adrienne Renz

**Facilitator:** Holly O'Neil **Administrator:** Annabelle Rosborough

**Larson Gross Guest:** Bethany Andrew

Topic	Key points	Outcome
Welcome, check-in, agenda review	<ul style="list-style-type: none"> <li>Holly reviewed the Board guidelines.</li> </ul>	--
Larson Gross Presentation of Preliminary Financial Statements	<ul style="list-style-type: none"> <li>Bethany Andrew from Larson Gross presented draft results of the 2022 financial review performed.</li> <li>Larson Gross concluded that there were no concerns for the Co-op.</li> </ul>	
Consent Agenda: <ul style="list-style-type: none"> <li>Patronage Proposal</li> <li>5/6 Board Retreat Minutes</li> <li>5/10 Finance Committee Minutes</li> <li>5/17 BDC Minutes</li> <li>6/6 SPC Minutes</li> <li>Key Indicators for May</li> <li>Key Indicators for June</li> <li>Message from a Member</li> <li>Proposal for Updated P Policies Monitoring Schedule</li> <li>Monitoring Report P1.3 Fiscal Oversight</li> <li>Monitoring Report P4.2 Finance Committee</li> <li>Monitoring Report P4.6 Executive Committee</li> <li>Monitoring Report B1.1-1.12.1 Financial Condition</li> </ul>	<ul style="list-style-type: none"> <li>Everyone confirmed they read the materials in the consent agenda.</li> <li>Requests were made to pull the Message from a Member.</li> </ul>	Approved by Consensus with a Message from a Member pulled for discussion.
Board Chair Report	<ul style="list-style-type: none"> <li>No July Board meeting</li> <li>Jon can approve capital expenditures since he serves as the Interim ED and Finance Director.</li> </ul>	
2023 Business Plan	<ul style="list-style-type: none"> <li>Interim ED, Jon Edholm, reviewed the Business Plan.</li> <li>The Management Team is in a good place now. Everyone has stepped up.</li> <li>Applicants for the Food Services Director will be interviewed at the end of the month. There will be high expectations and accountability for the role.</li> <li>We are looking at products and the product selection process to ensure we offer products that fit the core shopper.</li> </ul>	Discuss lease renewal at the August board meeting.

	<ul style="list-style-type: none"> <li>• NCG’s design team visited the store earlier this month. They will be recommending a store layout for the potential downtown store redesign.</li> <li>• Jon asked for feedback from the board on a meeting with the Forest building landlord.</li> <li>• No concerns with the business plan. A few minor updates were noted.</li> </ul>	
2024 Annual Meeting Discussion	<ul style="list-style-type: none"> <li>• Proposal to put a deposit down at the Ferry Terminal for next year’s Annual Meeting. <b><u>Approved by consensus.</u></b></li> </ul>	Discuss 2024 Annual Meeting at the August board meeting.
Message from a Member	<ul style="list-style-type: none"> <li>• A Director asked a question about the process for reviewing messages from members and whether decisions are for the Board or Operations to respond.</li> <li>• Messages directed to the Board are shared with the Board and triaged as needed.</li> </ul>	The message from a member will be shared with MAC for review
GM Search Committee Update	<ul style="list-style-type: none"> <li>• The Board reviewed the draft GM job description prepared by the GM Search Committee. The job description includes required and highly desired skills determined by the Board and Management Team.</li> <li>• A proposed hiring timeline was shared. The job listing will be posted by early July with the plan to review applications starting in August.</li> <li>• The GM Search Committee will work on drafting interview questions.</li> </ul>	GM Job Description approved by consensus.
Executive Session: Interim GM Compensation	<ul style="list-style-type: none"> <li>• The Board discussed compensation for the Interim GM.</li> </ul>	
Closing & Evaluation		--
Adjourn	Meeting adjourned at 7:58 pm.	

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