

**Board of Directors Meeting Minutes**  
**December 13, 2023 at 6:00 pm (In-person)**

**Present:** Laura Weiss, RJ Halloran, Heidi Beierle, Diane Krapf, Tony Vernon, Joseph Correa, Erin Grant (guest), Eric Pierson (guest), Kimberly Johnson (guest)

**Absent:** Randy Rydel, Margaret Gerard

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

Topic	Key points	Outcome
Welcome, introductions, check-in, agenda review	<ul style="list-style-type: none"> <li>The Board candidates were welcomed and meeting information was shared.</li> </ul>	--
Consent Agenda: <ul style="list-style-type: none"> <li>11/8 BOD Minutes</li> <li>11/28 BDC Minutes</li> <li>11/29 Finance Minutes</li> <li>Key Indicators for November</li> <li>Draft January Retreat Agenda</li> <li>P1.7-P1.8 Board Development Monitoring Report</li> <li>P4.4-P4.4.8 Board Development Committee Monitoring Report</li> <li>P4.7-P4.7.1 Ad-Hoc Committees Monitoring Report</li> <li>P4.8-P4.8.6 Committee Chairs Monitoring Report</li> <li>P1.9 Strategic Planning Monitoring Report</li> <li>P4.5-P4.5.5 Strategic Planning Committee Monitoring Report</li> <li>Emails to the BOD from members</li> </ul>	<ul style="list-style-type: none"> <li>Facilitator asked if everyone had read the packet.</li> <li>It was noted that there were minor edits for the BDC minutes.</li> <li>There was a request to have a follow-up on one of the messages to the Board from a member. The Board Administrator clarified that the message had been shared with Operations and they had responded with the member to learn more and follow up as needed.</li> </ul>	Approved by consensus with edits to the BDC minutes.
Board Chair Report	<ul style="list-style-type: none"> <li>The Board Self-Evaluation was shared in the meeting packet with the Board Chair report. There were no questions or anything to add from the Board.</li> <li>A reminder to take the Clifton Strengths Finder assessment for the January Board/Management Team retreat. The tool will be used to get to know one another better.</li> <li>A proposal to move the February Board meeting to 2/21 and hold it remotely. Approved by consensus.</li> <li>A proposal to move the March Board meeting to 3/20. Approved by consensus pending BOD availability.</li> <li>The Board Chair noted that she has connected with a group of Board Chairs from larger Co-ops. They will meet periodically to discuss what is going on with their Co-ops and to learn from one another. Laura will continue to attend and share info with the Board.</li> </ul>	The February and March Board meetings will be moved to 2/21 and 3/20

Governance Budget	<ul style="list-style-type: none"> <li>The Board Chair reviewed the minor governance budget changes for 2024. There were no questions or concerns.</li> </ul>	
Board Recruitment	<ul style="list-style-type: none"> <li>The Board Development Committee Chair provided an update on Board candidate outreach.</li> <li>The Board Admin. shared information about application outreach and the candidate tracking process.</li> <li>The Board Candidate application is due January 17.</li> </ul>	
Annual Meeting Topic and Speaker	<ul style="list-style-type: none"> <li>The Board reviewed topics and speaker suggestions brainstormed by the Membership Affairs Committee: <ul style="list-style-type: none"> <li>Inspiring speaker who could address the cooperative model and touch upon our Co-op history.</li> <li>Regenerative farming with a speaker from the Kiss the Ground film</li> <li>New Food Systems Plan - a panel from Whatcom, Skagit, and San Juan</li> </ul> </li> <li>Additional suggestions included: <ul style="list-style-type: none"> <li>A speaker who can talk about local cooperative community and touch upon what a cooperative economy could look like</li> <li>Address opportunities to bridge partnerships</li> <li>A presentation on “what is quality foods”</li> <li>Food access/food deserts</li> <li>Getting a powerful speaker that would be a draw like Paul Stamets</li> </ul> </li> <li>There was a discussion on what would attract people and feel exciting for our membership.</li> <li>A proposal for the topic to be regenerative farming/local ag and farming. The goal would be to try to get a speaker from Kiss the Ground or local people who can address the current needs/opportunities/happenings and what we can do as a co-op and community to provide support. Approved by consensus.</li> <li>It was noted the other topics could be topics for other events. We have heard from members that they miss the Co-ops’ past opportunities for gathering.</li> </ul>	The 3/28 Annual Meeting topic will focus on regenerative farming and local efforts pending speaker availability
30/60/90/120/180 GM Evaluation Tool	<ul style="list-style-type: none"> <li>The Board reviewed the updated GM Goals for the new GM hire. The goals were cleaned up for process clarity and expectations.</li> <li>It was noted that each goal needs to be reviewed each month. The materials will need to be received before 180 days for the Board’s final evaluation.</li> <li>The name of the document will be changed to “GM Six-month Orientation and Evaluation Tool”</li> <li>The Board Chair, Facilitator, and Board Admin. will look to share the goals with the new GM in January or early February.</li> </ul>	
Closing & Evaluation		--
Adjourn	Meeting adjourned at 7:30 pm.	

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