

Board of Directors Meeting Minutes

April 23, 2025 at 6:00 pm (In-person)

Present: Laura Weiss, Diane Krapf, Heidi Beierle, Erin Grant, Tony Vernon, Jessica Gillis, Alexander McIntyre, Lisa Sedlar

Absent: Randy Rydel, Margaret Gerard

Guest: Melissa Elkins

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

Topic	Key points	Outcome
Welcome, check-in, agenda review	<ul style="list-style-type: none">• Congratulations to Margaret, Laura, and Alex on being re-elected to the Board!	--
Member Forum/ Board Announcements	<ul style="list-style-type: none">• Erin Grant has started a job with Tony's Coffee. Her position will not conflict with any sales business with the Co-op. If there were any conflict-of-interest decisions, she would recuse herself.• The Eat Local First Mixer will be on May 6.	
Consent Agenda: <ul style="list-style-type: none">• 3/12 BOD Minutes• 3/12 Finance Minutes• Key Indicators for March• 3/19 BDC Minutes• 4/9 BDC Minutes• Spring Board Retreat Agenda• Leave of Absence Policy• Messages from members	<ul style="list-style-type: none">• The facilitator confirmed everyone had read the meeting packet.	Approved by consensus.
Board Chair Report	<ul style="list-style-type: none">• There will be no May Board meeting. The Board Retreat will take place on June 1.• The fall Board Retreat date will be set for early November.	
Proposal for 2025-2026 Co-op Officers and Committee Designations	<ul style="list-style-type: none">• <i>Co-op Officers: President</i> – Lisa Sedlar, <i>Vice-President</i> – vacant, <i>Treasurer</i> – Lisa Sedlar, <i>Secretary</i> – Melissa Elkins• <i>Executive Committee: Board Chair</i> - Laura Weiss, <i>Board Vice Chair</i> - Diane Krapf, <i>Finance Chair</i> - Randy Rydel• <i>Finance Committee:</i> Randy Rydel, Laura Weiss, Tony Vernon• <i>Board Development Committee:</i> Diane Krapf, Heidi Beierle, Alex McIntyre (Jessica is available to attend if needed)• <i>Member Affairs Committee:</i> Erin Grant, Jessica Gillis, Alex McIntyre• <i>Strategic Planning Committee:</i> An ad hoc committee. The Board would revisit the committee if changes were needed for the Strategic Plan.• Margaret Gerard will serve on the Farm Fund Committee.	Co-op officers – approved Board officers – approved Committee slate - approved
Annual Meeting Debrief	<ul style="list-style-type: none">• The Board reviewed the Annual Meeting survey results from attendees and staff. The event was well received. Attendees enjoyed the program, food, and reusable dishware.• Typically, the member base that attends is an older demographic. There is an opportunity to explore how to engage a younger demographic.	
Sustainability Update	<ul style="list-style-type: none">• Co-op Sustainability Manager, Melissa Elkins, shared an update on our sustainability efforts, partnerships, and current programs including the newly launched durable utensils initiative.	

Monthly CEO Report	<ul style="list-style-type: none"> • Lisa provided a monthly update and shared progress on her onboarding goals. • Sales growth and customer count remain strong. • The union contract was ratified. • Larson Gross has been providing support for the team and strengthening our accounting department. • Lisa has been becoming familiar with processes and our operations. She is looking at how to make the Business Plan more measurable and how best to share progress. • Lisa attended the National Co-op Grocers (NCG) conference with other General Managers. It was helpful to engage with other Co-op leaders with similar size stores and learn more about best practices. The Co-op will continue to engage NCG and utilize their resources. 	
Closing and Evaluation		
Adjourn	<ul style="list-style-type: none"> • Meeting adjourned at 8:00 pm 	

These minutes have been approved by the Board of Directors.