

Common Ground Food Co-op  
 Board Meeting Minutes  
 March 12, 2018  
 6:15 pm to 8:15 pm  
 Urbana Civic Center, Urbana Illinois

Present: Karen Carney, Magdalena Casper-Shipp, Charles Delman, Margaret Johnstone, Keith McKenney, Karen Medina, Marissa Stewart, Julie Zilles

Absent: Kristin Walters

Others Present: Gary Taylor, GM  
 Colin Dodson, Interim IT Coordinator/Owner  
 Stuart Levy, Owner  
 Jeffrey Chandler, Minute Taker

Proceedings	
<b>Meeting called to order</b>	<b>At 6:15 pm by Julie Zilles</b>
<b>1. Preliminaries</b>	<p><b>A. Guests/Owners</b>            Gary Taylor, GM            Colin Dodson, Interim IT Coordinator/Owner            Stuart Levy, Owner            Jeffrey Chandler, Minute Taker</p> <p><b>B. Public Comment</b>            None.</p> <p><b>C. Agenda Amendments</b>            Julie Zilles welcomed Gary Taylor, the new GM, to his first board meeting.</p> <p>Karen Medina expressed interest in having the co-op support the upcoming student walkout.</p> <p><b>Action Taken</b>            The board unanimously approved moving the Mentoring Support Proposal from the consent agenda to executive session for discussion.</p>
<b>2. Board Study</b>	<p><b>A. Policy Governance</b>            Charles Delman led a presentation defining policy governance, and recommended the book <i>Boards that Make a Difference</i> by John Carver. The presentation covered topics such as the purpose of policy governance, the board's job and how they do it, decision making, policy levels,</p>

	<p>executive limitations, and board holism.</p> <p>Keith McKenney ran a small group exercise regarding scenarios pertaining to the previously covered policy governance themes.</p> <p><b>B. FinMOO Planning</b>  Marissa Stewart reported the FinMoo will be on April 19<sup>th</sup> in the evening, with the Civic Center as the probable venue. She also noted Gary Taylor and Magdalena Casper-Shipp will present and food is still to be decided.</p>
<p><b>3. Consent Agenda</b></p>	<p><b>A. Public Minutes from February Meeting</b>  <b>B. Private Minutes from February Meeting</b>  <b>C. GM Operational Update (MORe)</b>  <b>D. Monthly Financials</b>  <b>E. Letter of Resignation</b>  <b>F. Report from Ad hoc Staff Committee</b>  <b>G. Online Marketing Report</b>  <b>H. IGM Final Report</b></p> <p><b>Action Taken</b>  The board unanimously approved the Consent Agenda as a whole.</p>
<p><b>4. Board Monitoring</b></p>	<p><b>A. Compliance Plan for BP C2</b>  This was to be a review of a compliance plan from the report at a prior meeting. There was no report from Kristin Walters or committee, so the review was postponed until April 2018.</p> <p><b>B. BP C6 Officer’s Roles</b>  Julie reported the survey results were posted in basecamp, with no serious concerns submitted. The lower survey results were also not accompanied by notes, so interpretation was difficult.</p> <p><b>Action Taken</b>  The board found themselves in compliance.</p>

## 5. Committee Updates

### A. Board Development Committee

The committee provided the first draft of the Election Packet prior to the meeting, and noted three main changes. First, the packet questions were changed. Full answers given by the candidates will be public. A condensed version may be provided for easier reading. Second, a score threshold on the evaluation should be set for candidates to make the ballot, however any candidate who does not qualify can still make the ballots with ten owners' signatures. There was discussion regarding scoring from previous years and how that compared to who was elected and then productive on the board. Concerns were also raised regarding the evaluation questions, blind scoring and inclusion. Lastly, the committee proposed an online template for the packet as the only means of submission. Various board members raised concerns about internet accessibility and disability accommodation. It was suggested a paper packet would be available for candidates who request them.

### B. Owner Outreach

Marissa Stewart reported the committee met and determined tabling would remain on Fridays.

### C. Policy Committee

The committee submitted ideas prior to the meeting regarding disciplinary action the board could take if a board member violates policies and codes of conduct. Julie noted she would like to see specific alternate actions the board can take, in addition to termination.

### D. Visioning Working Group

The committee reported they had a call with Todd Wallace and will be meeting later in the week to discuss.

Julie excused all guests prior to Executive Session.

**EXECUTIVE SESSION OPENS**

**EXECUTIVE SESSION CLOSES**

<p><b>6. &amp; 7. Board Admin/Lease Continued</b></p>	<p><b>Action Taken</b></p> <p>The board unanimously accepted the recommendation of the Board Development Committee to fill the board vacancy.</p> <p><b>Action Taken</b></p> <p>The board unanimously agreed to accept the Mentoring Support Proposal.</p>
<p><b>8. Closing</b></p>	<p><b>6. Next meeting April 9, 2018</b> Urbana Civic Center</p> <p><b>7. Outreach calendar assignments</b></p> <p><b>8. Other tasks and assignments</b> Go around for comments</p>
<p><b>Meeting Adjourned</b></p>	<p><b>9. At 8:31pm by Julie Zilles</b></p>