

Common Ground Food Co-op
 Board Meeting Minutes
 May 9, 2022
 6:15 pm to 8:15 pm
 Google Videoconference

Present: Jon Barnes, Ben Galewsky, JP Goguen, Ming Kuo, Andrew Muller

Absent: Robert Taylor, Calvin Wang, Madeleine Wolske

Others Present: Gary Taylor, General Manager
 Jeffrey Chandler, Minute Taker

Proceedings	
Meeting called to order	At 6:17 pm by JP Goguen
1. Preliminaries	<p>A. Guests/Owners Gary Taylor, General Manager Jeffrey Chandler, Minute Taker</p> <p>B. Public Comment None.</p> <p>C. Agenda Amendments Gary Taylor requested adding a discussion point regarding the Audit in GM Monitoring.</p>
2. Board Study	<p>A. Ends Revision Discussion Ben Galewsky led a discussion regarding the differences and similarities between our current Ends and the Ends of other coops throughout the country. There was general discussion regarding the variety of formats, complexity, and details between groups. Similar threads were noted regarding community focus, connections, education, sustainability, and ethics. The board proceeded to discuss and highlight sections of other Ends they found interesting or useful in terms of content and/or phrasing. Ming Kuo noted she would like to add an End about the co-op being a great place to work. Discussion followed regarding the potential for adding, amending, and removing Ends specific to current suggestions and in general. Ben cautioned about the scope of impacts and changes that an adjustment in the Ends would entail.</p>

	<p>Action Taken</p> <p>The board voted to authorize the formation of a working group to create a charter and project plan for Board approval.</p>
<p>3. Consent Agenda</p>	<p>A. Public/Private Minutes from March Meeting B. Public/Private Minutes from April Meeting C. Treasurer’s Report</p> <p>Action Taken</p> <p>The board unanimously accepted the Consent Agenda as a whole.</p>
<p>4. Monthly Operations Report and Financials</p>	<p>A. MOR(e) Report & Financials</p> <p>Gary Taylor reviewed his report. He noted he recently attended the NCG report. Gary detailed an issue with IRA that has been rectified. He also reviewed pricing concerns on the horizon due to inflation. There was discussion about bulk buying options.</p>
<p>5. GM Monitoring</p>	<p>A. EL B1 – Financial Conditions and Activities</p> <p>Gary submitted the report out of compliance. Gary reviewed the specific items that were out of compliance. He reviewed the struggles with supply chain issues and keeping the store stocked with appropriate merchandise. There was discussion about labor costs. Gary noted incomplete tasks from previous Finance Manager that have been brought up to date. Gary detailed the efforts he is making to increase sales moving forward including making room for more storage, and being more interactive with Grocery staff and leadership.</p> <p>Action Taken</p> <p>The board unanimously accepted the report with acknowledgement of non-compliance.</p> <p>B. Audit</p> <p>The board discussed whether to have a full audit or review completed this year. JP noted that due to the change in financial manager recently, he would like a full audit. It was noted an audit is suggested every three years, and the most recent audit was completed four years ago in 2018. The budget does include funds for the full audit. As</p>

	<p>the budget has been approved, this full audit has also been previously approved.</p>
<p>6. Committee Updates</p>	<p>A. Board Development Committee Ben reported the committee has not met, but he is in communication with committee regarding the Election and Election Packet. JP advised to meet the timeline the board would need to approve the packet in the June meeting.</p> <p>B. Policy Committee Andrew Muller reported the committee has not met since the last board meeting.</p> <p>C. Owner Engagement Committee Ming reported that a takeaway from the most recent committee and staff meeting is to have the board study session topics available for the board marketing efforts. Jon Barnes added that ideally the information for the upcoming board meeting should be available 3-4 weeks in advance so they can give the board time to review before distribution. They would also like a short sentence-long recap of the boards work from the previous board meeting. He also reviewed their thoughts on engagement opportunities during the Urbana Garden Walk.</p>
<p>7. Board Support of GM Strategic Goals</p>	<p>A. Discussion Ben reviewed the three takeaways from the GM’s strategic goals including project management, diversity, equity, and inclusion, and reducing waste. He noted the second two topics could help to drive the board study discussion to be more supportive of the GMs goals. Future board study topics were discussed regarding both DEI and sustainable packaging and waste reduction. Various board members will follow-up on potential topics and speakers.</p>
<p>8. GM Compensation Request for Proposal</p>	<p>B. Discussion Ben advised he obtained RFP examples from NCG so the board can investigate how to frame the compensation discussion and request. Andrew and Ben will meet to review the document and discuss.</p>
<p>9. Closing</p>	<p>A. Next meeting June 13th, 2022 B. Outreach Calendar Assignments</p>

	<p>June Newsletter: Ming Kuo to interview Andrew Muller</p> <p>C. Other Assignments JP advised some owners released the interest they accrued through their owner loan back to the coop. The board discussed tokens of gratitude that they could provide. JP will be in contact with Marketing department.</p> <p>D. Check-out</p>
10. Adjourned	At 8:23 pm by JP Goguen