

Common Ground Food Co-op  
 Board Meeting Minutes  
 June 13, 2022  
 6:15 pm to 8:15 pm  
 Google Videoconference

Present: Jon Barnes, Ben Galewsky, JP Goguen, Ming Kuo, Andrew Muller, Robert Taylor, Calvin Wang, Madeleine Wolske

Absent: None

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

<b>Proceedings</b>	
<b>Meeting called to order</b>	<b>At 6:17 pm by JP Goguen</b>
<b>1. Preliminaries</b>	<p><b>A. Guests/Owners</b>          Gary Taylor, General Manager          Jeffrey Chandler, Minute Taker</p> <p><b>B. Public Comment</b>          None.</p> <p><b>C. Agenda Amendments</b>          Ming Kuo noted a need to discuss the Ad-hoc Ends Committee Charter. She also requested time after the meeting to review the board bits.</p>
<b>2. Board Study</b>	<p><b>A. Plan Study on Food Inflation</b>          Ben Galewsky facilitated a discussion regarding board study session ideas and planning under the umbrella of food inflation. Ideas included low-income offerings, helping owners navigate food inflation impacts, communication with owners, learning from other co-ops, supply chain concerns, impacts to local producers, industry analysis, cost-of-living analysis, and bulk buying opportunities among others. The group then categorized the ideas by the End to which they most aligned. The board discussed some of the issue they found most pressing including helping both farmers/producers and low-income customers, understanding the problem and the interconnectivity between inflation and supply chain concerns and staffing ratios, and informing and educating the customer base. Ben took the</p>

	information discussed and begin to develop a board study plan.
<b>3. Consent Agenda</b>	<p><b>A. Public/Private Minutes from May Meeting</b>  <b>B. Public/Private Minutes from May Meeting</b>  <b>C. Treasurer's Report</b></p> <p><b>Action Taken</b>  The board unanimously accepted the Consent Agenda as a whole.</p>
<b>4. Monthly Operations Report and Financials</b>	<p><b>A. MOR(e) Report &amp; Financials</b>  Gary Taylor reviewed the main takeaways of the reporting he provided prior to the meeting. He noted sales have started to decrease as an effect of inflation. The staff did not meet their sales goal to secure another overall wage increase which is also linked to falling sales outside of the control of the staff. The program is being re-evaluated. He mentioned continued investigation on sales strategies to keep sales up while meeting customer demand. Gary also reported a large expense for a cooling air intake system for the kitchen for which he is fielding bids. Gary answered questions regarding staffing strategies to keep costs controlled like natural attrition, manager on duty rotations from administrative managers, and cross-training.</p>
<b>5. Internal Monitoring</b>	<p><b>A. Monitoring GM Performance D4</b>  JP Goguen reviewed the policy with the board.</p>
<b>6. Board Election Planning</b>	<p>Robert Taylor reviewed the corrections and updates made to the Election Packet. He reviewed the timeline. Candidate information sessions will be available before the next two board meetings. Applications will be due August 14<sup>th</sup>. There was additional discussion regarding marketing to engage potential new board members.</p>
<b>7. Committee Updates</b>	<p><b>A. Board Development Committee</b>  In addition to the Election Packet, the committee is hoping to establish communication with Willy Street Co-op in Madison, WI. to share ideas regarding board development.</p>

	<p><b>B. Policy Committee</b> The committee reported they had not met in the past month.</p> <p><b>C. Owner Engagement Committee</b> Ming and Madeleine Wolske shared a welcome letter they developed to give to new owners from the board. The board will review online and provide feedback.</p> <p><b>D. Ad-hoc Ends Committee</b> Ming presented a charter detailing the scope, responsibilities, and duties for the Ad-hoc Ends Committee as requested.</p> <p><b>Action Taken</b>  The board unanimously approved the charter for the Ad-Hoc Ends Committee.  Andrew Muller and Calvin Wang volunteered to join the committee.</p>
<p><b>EXECUTIVE SESSION OPENS</b></p> <p><b>EXECUTIVE SESSION CLOSSES</b></p>	
	<p><b>Action Taken</b>  The board charged Robert Taylor with carrying out the desired actions of the board through consultation with human resources.</p>
<p><b>8. GM Compensation Request for Proposal</b></p>	<p>Ben reviewed the RFP received from Gary Taylor regarding his compensation plan for the next two years.</p> <p><b>Action Taken</b>  The unanimously approved the request for proposal as submitted.</p>
<p><b>9. Closing</b></p>	<p><b>A. Next meeting July 11th, 2022</b></p> <p><b>B. Outreach Calendar Assignments</b> <b>July Newsletter:</b> Robert Taylor regarding the Election/election Packet</p> <p><b>C. Other Assignments</b> <b>Board Bits:</b> The board reviewed the board recap to be posted. Ming will send out for further feedback.</p> <p><b>D. Check-out</b></p>

**Adjourned**

**At 8:33 pm by JP Goguen**