

Common Ground Food Co-op
 Board Meeting Minutes
 November 14, 2022
 6:15 pm to 8:15 pm
 Common Ground Food Co-op Classroom/Google Videoconference

Present: Jon Barnes, Sandy Budde, Ben Galewsky, Black Hackler, Andrew Muller, Robert Taylor, Calvin Wang

Absent: Ming Kuo, Morgan Montgomery

Others Present: Gary Taylor, General Manager
 Tony Alongi, National Coop Grocers
 Jeffrey Chandler, Minute Taker

Proceedings	
Meeting called to order	At 6:21 pm by Robert Taylor
1. Preliminaries	<p>A. Guests/Owners Gary Taylor, General Manager Tony Alongi, National Coop Grocers Jeffrey Chandler, Minute Taker</p> <p>B. Public Comment None.</p> <p>C. Agenda Amendments</p>
2. New Board Year	<p>A. NCG Presentation Tony Alongi from National Cooperative Grocers attended the meeting to present on NCG's history, mission, services to and resources for the board and store operations. He also noted the dedicated staff and resources to the co-op within the central corridor for specific store functions and departments, as well as national resources for IT, marketing, finance, human resources, development.</p> <p>Tony gave an additional presentation on the top data-based tools to help with financial and operational decision-making. Cometrics provides insight in high and low performance areas in comparison to peer co-ops. SPINS provides sales data for natural and specialty retailers. The SMG customer experience survey captures post-transaction shopper feedback. The store's point-</p>

	<p>of-sale system offers access to a lot of data that can be analyzed. He also noted F&D surveys, market studies, the NCG Member Survey Database, the NCG Annual Trends Reports, and FMI Speaks (via NCG).</p> <p>B. Election Term for Jon Barnes The resignation of a board member with two years remaining, allows for consideration that Jon Barnes could assume the rest of that term to rebalance the annual board turnover to three per year.</p> <p>Action Taken The board approved extending Jon Barnes term to two years, expiring October 2024, to rebalance the planned annual board turnover.</p> <p>C. Director Conflict of Interest Disclosures</p> <p>Robert Taylor advised he holds an executive position with a company whose product with which the coop may interact.</p> <p>Calvin noted his wife is a former employee of a Round-Up for Good recipient and a supplier.</p> <p>Blake Hackler advised he is an employee of the Land Collection, a previous recipient of Round-Up for Good, and manages the Market.</p> <p>Sandy Budde reported no conflicts of interest.</p> <p>Jon Barnes advised he has no conflicts other than his employment with Common Ground.</p> <p>Andrew Muller reported no conflicts of interest.</p> <p>Ben Galewsky advised no conflicts of Interest.</p> <p>Absent members will report their conflicts of interest in future meetings. Board members should post their conflict forms to the google drive.</p>
<p>3. Consent Agenda</p>	<p>A. Treasurer’s Report B. Committee Assignments</p>

	<p>The treasurer’s report was posted late and was removed to be considered electronically after the meeting.</p> <p>Action Taken The board unanimously accepted the consent agenda as amended.</p>
4. Monthly Operations Report and Financials	<p>A. Monthly Operations Report & Financials Gary Taylor advised the new owner goal of 200 was met in September and October. Gary noted recent turnover. He reviewed sales figures and work with individual departments regarding their plans for sales increases. Gary discussed recent issues with missing, delayed, and short deliveries, impacting out of stock items. Tony added supply chain issues are getting worse again. Gary reviewed the current ways he uses the data analysis tools presented by Tony previously.</p>
5. GM Monitoring	<p>A. EL B1 – Financial Conditions and Activities Gary advised the report is out of compliance because of sales growth and net profit. Gary provided a sales plan that reviewed what the operational departments are currently working on and what the promotional plan is for the following year. The board noted appreciation for the detail of the plan. It was discovered the report sent was not the most updated version.</p> <p>B. EL B2 – Business Planning and Financial Budgeting This report was also not the updated version.</p> <p>Action Taken The board tabled the vote on these reports until next month after the board has been able to review the updated reports.</p>
6. Internal Monitoring	<p>A. BP C3 – Agenda Planning</p> <p>B. BP C4 – Board Meetings</p> <p>It was requested that the relevant policies be added to the agenda in the future for ease. No further discussion or updates on either policy.</p>
7. Closing	<p>A. Next meeting December 12th, 2022</p>

	<p>B. Outreach Calendar Assignments December Newsletter: Sandy Budde to write an article reviewing the NCG presentation from this meeting.</p> <p>C. Other Assignments Robert asked committees to establish regular meetings over the next month.</p> <p>D. Check-out Board Bits: Intro to NCG, planning for the coming year, hybrid board meeting</p> <p>E. Closing Discussion</p>
Adjourned	At 7:59 pm by Robert Taylor