

Common Ground Food Co-op  
 Board Meeting Minutes  
 January 9, 2023  
 6:15 pm to 8:15 pm  
 Common Ground Food Co-op Classroom/Google Videoconference

Present: Jon Barnes, Blake Hackler, Morgan Montgomery, Andrew Muller, Robert Taylor, Calvin Wang

Absent: Sandy Budde, Ben Galewsky, Ming Kuo

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

<b>Proceedings</b>	
<b>Meeting called to order</b>	<b>At 6:16 pm by Robert Taylor</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>          None.</p>
<b>2. Board Study</b>	<b>A. None</b>
<b>3. Consent Agenda</b>	<p><b>A. December Meeting Minutes</b>  <b>B. Treasurer's Report</b></p> <p><b>Action Taken</b>          The board unanimously accepted the consent agenda.</p>
<b>4. Monthly Operations Report and Financials</b>	<p><b>A. Monthly Operations Report &amp; Financials</b>          Gary Taylor mentioned that ownership was up this year! He also noted the store closed for 1.5 days</p>

	<p>due to weather, but sales were not overly adversely impacted. The numbers point towards overall annual profitability for the year.</p>
<p><b>5. GM Monitoring</b></p>	<p><b>A. EL B3 – Asset Protection</b>  Gary noted the asset insurance exceeds industry standards across the board. Safety and emergency policies are in place. Calvin Wang asked questions on specific line items and coverages. Blake Hackler commented that some of the emergency and safety guidelines and contact points need to be updated. Morgan Montgomery inquired about the insurance on operating and investment accounts</p> <p><b>Action Taken</b>  The board unanimously accepted the report as in compliance.</p>
<p><b>6. Internal Monitoring</b></p>	<p><b>A. BP C7 – Committee Principles</b>  Andrew proposed a wording change to the policy.</p> <p><b>Action Taken</b>  The board unanimously approved the revised policy.</p> <p><b>B. BP C2 – Board Job Description</b>  Calvin initiated a conversation about the board’s rigorous monitoring of board management, to which it was mentioned that Gary provides reporting on the appropriateness of his interactions with board members.</p> <p><b>C. Store Personnel Recognition</b>  The city of Urbana called for proposals to award \$10 million in grants. The store applied for funds to support Food For All. Robert Taylor noted that Liz Sands did an excellent job presenting to and</p>

	<p>fielding questions from the City Council. Robert suggested Liz receive recognition from the board. The board discussed what that recognition would be.</p> <p><b>Action Taken</b> The board unanimously approved Robert to compose recognition and send it out for review prior to sending to Liz.</p> <p><b>D. Videoconference System (OWL) Purchase</b></p> <p><b>Action Taken</b> The board approved the purchase of the OWL system.</p>
<p><b>7. Committee Updates</b></p>	<p><b>A. Owner Outreach</b> Morgan noted the committee has met and is discussing their programming for the upcoming year. They hope to bring information to share in February.</p> <p><b>B. Board Development</b> Calvin Wang reported the committee has not met.</p>
<p><b>Executive Sessions Opens</b></p>	
<p><b>8.</b></p>	
<p><b>Executive Sessions Closes</b></p>	
<p><b>9. Closing</b></p>	<p><b>A. Next meeting February 13th, 2023</b></p> <p><b>B. February Newsletter:</b> Andrew Muller to interview new board members.</p> <p><b>C. Other Tasks and Assignments</b> Calvin noted he will be providing a revised board budget to align to the sales projections.</p> <p><b>D. Check-out</b></p> <p><b>E. Board Bits</b></p>

	Invested in equipment to make board meetings more accessible, and co-op ownership is up!
<b>Adjourned</b>	<b>At 7:11 pm by Robert Taylor</b>