
MINUTES
Common Ground Food Co-op
Board Meeting
6:15pm-8:15pm Central Time
February 12, 2024

Call to Order

R. Taylor called the meeting to order at 6:22pm.

R. Taylor, Barnes, Wang, Muller, Montgomery, Hackler (virtual), and Parson were the voting members in attendance. G. Taylor was in attendance as an ex officio guest of the Board.

Budde (virtual) joined the call at 6:49pm.

Guests/Owners

There were no guests or owners present.

Public Comment

There were none.

Agenda Amendments

Montgomery added the agenda and Board materials discussion to the agenda.

Montgomery reviewed the revamped agenda and document numbering system. Parson reviewed the changes made to the Google shared drives.

Board Study and Discussions

There were none.

Consent Agenda

Motion. Muller moved and Barnes seconded the motion to approve the consent agenda.
Motion approved.

Monthly Operations Report and Financials

January MORE Report - G. Taylor

G. Taylor reported on the issues the store faced in January and other ongoing initiatives as outlined in the MORE report, which was made previously available to the Board.

December Financials - G. Taylor

G. Taylor reviewed the December financials, which were previously made available to the Board.

GM Monitoring

EL B1 Financial Conditions - G. Taylor

Discussion was had about the merits of evaluating the year end financials vs Q4 financials when reviewing EL B1 Q4. The Board decided to review the financials for Q4 separately from the year end financials. Because of this, the Q4 sales metric compliance statement was changed from “I report compliance on this sub-policy” to “I report non-compliance with this sub-policy.”

G. Taylor reported on the income discrepancy discussed during the January meeting. He stated that product decreases through selling, and not replacing, some stock and owner equity contributed to the cash on hand.

A plan to increase sales was discussed.

Action. G. Taylor to rewrite EL B1 Q4 2023 report to include more detailed descriptions of the financials, previous actions taken, including their impact, and a detailed timeline and present that to the Board one week from this meeting. If more time is needed, G. Taylor can request that of the Board.

G. Taylor also reported that he is working on a grant to help with financial assistance replace some of the equipment in the store.

Compliance Decision - R. Taylor

EL B1 Q4 2023 was found to be not in compliance.

Action. G. Taylor will have a rewritten report, as outlined in the previous action item, within one week of this meeting and can request more time if needed. The new report will be circulated via email with a response from directors required within a week from the date received. If the new description is not found in compliance following the second report, a follow-up discussion will be had during the March Board meeting.

Internal Monitoring and Board Admin

Review Process for Internal Monitoring - R. Taylor

Discussion was had about the current process for internal monitoring.

Motion. R. Taylor moved and Wang seconded the motion to continue with the review of each of the policies in July but amend the review schedule of each of the Internal Monitoring Policies to be done once annually at the first meeting of the new Board and then voted on at the retreat. Motion approved.

Review Compensation and Evaluation Process - R. Taylor

The two-year review process for compensation and evaluation for G. Taylor will begin in May 2024. R. Taylor outlined the process: The Board will request an RFP be received by G. Taylor by May so the Board can discuss the proposal during the May meeting. The Board may then take three months to review the RFP and will then return the counter proposal in August. G. Taylor

and the Board can then take the next month to review the proposal and then will vote to amend and/or approve in September 2024.

Committee Updates

Engagement

Parson to attend class on February 16 and Montgomery and Muller to discuss the classes taking place on March 5 and March 14.

Board Development

Parson discussed several of the changes to the Board drive earlier and went into further detail during this portion of the meeting.

Executive Session

Motion. R. Taylor moved and Wang seconded the motion to enter into Executive Session. Motion approved.

The Board entered into Executive Session at 7:52pm.

The Board left Executive Session at 8:04pm.

Closing

Next Meeting - March 11, 2024

This was discussed during the adjournment.

Newsletter Assignment

Muller to send a report to the Board for review.

Other Tasks and Assignments

There were none.

Board Bits Postlude

This month your Board is talking about engagement strategies for 2024. And looking ahead, we're very excited about the 50th anniversary celebration! More to come!

Old Business

Montgomery reviewed and updated the outstanding action items from previous Board meetings.

New Business

Action. Muller to add the newsletter article to the Google shared drive.

Adjourn

Motion. Muller moved and Barnes seconded the motion to adjourn the meeting. Meeting adjourned at 8:08pm.