
MINUTES
Common Ground Food Co-op
Board Meeting
6:15pm-8:15pm Central Time
May 13, 2024

Call to Order

R. Taylor called the meeting to order at 6:16pm.

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

Budde was not in attendance.

R. Taylor amended the agenda to remove Governance Investment C8 from the Internal Monitoring and Board Admin discussion.

Guests/Owners

Owner Matt Shilts was present.

Public Comment

There were none.

Approval of Consent Agenda

Motion. Wang moved and Montgomery seconded the motion to approve the consent agenda as presented. Motion approved.

Board Study and Updates

Board Study

Parson noted that there aren't any classes available at the moment that fit the criteria the Board is looking for.

Review of Action Items from Past Meeting

Montgomery reviewed the action items. R. Taylor noted that Green Top in Bloomington has expressed interest in talking to the CGFC Board again but no meetings have been scheduled.

Monthly Operations Report and Financials

Overview

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

Action. Muller to include \$5000 in the 2025 draft budget to cover a 2024 audit in 2025.

Discussion was had about the reporting mechanisms for the monthly financial summary and the quarterly/March PLs. G. Taylor noted that the quarterly financials reports are the most up-to-date while the monthly financials include profit that is still expected to be paid out. Inventory processes were reviewed.

Action. G. Taylor to work with FMS to rework the financials. 1) Next quarter RMC financials to include monthly actuals rather than quarterly projections. 2) The numbers in RMC financials should match the monthly PLs. 3) Update the spreadsheet to reflect the correct year.

GM Monitoring

Financial Conditions and Activities B1

Action. G. Taylor to research consulting resources, starting by reaching out to NCG, who can advise the staff and Board about what CGFC is doing well, what we could be doing better, and provide long term strategies for sales growth. He will have a conversation with NCG and then report back to the Board by the June meeting.

Compliance Decision

Motion. Muller moved and Wang seconded the motion to find EL B1 out of compliance with an acceptable action plan. Motion approved.

Updated Ends Report

Discussion was had about removing the rent from the amount spent investing with local businesses in the 2024 report that is distributed in 2025.

Store Staff Discussion

Staff burden and benefits information was reviewed. G. Taylor reported there are 3 staff evaluations left to do.

Internal Monitoring and Board Admin

RFP

RFP has been added to the meeting files.

Action. Board to review the RFP before May 15, 2024 and send feedback to R. Taylor.

Committee Updates

Engagement

A Board representative is needed for May 24 cocktail class. Parson expressed interest and will check his schedule.

Board Development

This was discussed at the top of the call.

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 8:04pm.

The Board left Executive Session at 8:46pm.

Motion. Montgomery moved and Barnes seconded the motion to excuse four of Budde's six Board meeting absences. Motion failed with two ayes and five nays.

Motion. Muller moved and R. Taylor seconded the motion to not excuse any of Budde's absences and instead accept her resignation from the Board. Motion approved.

Action. R. Taylor to communicate the Board's decision with Budde.

Closing

Newsletter Assignment

If Parson attends the May 24 class he will write a summary for the newsletter.

Other Tasks and Assignments

There were none.

Review of Action Items from This Meeting

Action. Montgomery to send action items to those they were assigned to.

Board Bits Postlude

This month your Board is talking about the success of the FinMoo and looking forward to the 50th Anniversary Celebration at the Meeting of Owners! We can't wait to see you all there.

Old Business

There was none.

New Business

There was none.

Adjourn

Motion. Montgomery moved and Muller seconded the motion to adjourn the meeting. Meeting adjourned at 8:53pm.