
MINUTES
Common Ground Food Co-op
Board Meeting
5:30pm-7:30pm Central Time
May 19, 2025

Call to Order

Montgomery called the meeting to order at 5:35pm.

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

Guests/Owners

There were none.

Public Comment

There were none.

Approval of Consent Agenda

Motion. Cronin moved and Muller seconded the motion to approve the consent agenda as written. Motion approved.

Monthly Operations Report and Financials

Overview

G. Taylor reviewed the MORE and financial reports previously made available to the Board.

GM Monitoring

EL B1

Taylor noted that the gross profit margins are being achieved through sales and promotions, but the store is not making a profit. He then reviewed an upcoming renovation to the store to add a bathroom for the staff on the second floor, outlined training methods to reduce instances of shoplifting, and reviewed labor management practices to reduce hours where possible. The audit and financial accounting process was discussed.

Motion. Wang moved and Muller seconded the motion to table ELB1 Q1 2025 with the other ELB1 reports that have been tabled due to the inconsistencies with the accounting. Motion approved.

Internal Monitoring and Board Admin

Governance Investment, C8

Montgomery reviewed C8, and Aarestad noted the passive language used throughout the document. Reviewing the policies holistically, so they are consistent, was discussed.

Ends Review

The committee was not able to meet and will report back in June.

Committee Updates

Owner Engagement Committee

Andresen noted that she has been in contact with an owner who may be interested in serving on the committee. The Book Club's next meeting is on May 20, with the following meeting on June 17. Muller is working on a button for Board members to wear while representing the Board at store events. Andresen then reviewed upcoming volunteer opportunities.

Board Development Committee

Wang noted that the committee met in the last month and also met with Buckman to discuss the elections process. Dates for the MOO were considered, with September 15-17 being potential options.

Wang noted that the recorded sessions from the CCMA conference are available for purchase, and the Board discussed how to use them if purchased.

Montgomery discussed minute taking at Board meetings. Using [Fireflies.ai](https://www.fireflies.ai) or hiring an individual to take minutes were potential options.

Motion. Montgomery moved and Cronin seconded the motion to approve the cost of \$120/yr (the \$10/month plan) to utilize [Fireflies.ai](https://www.fireflies.ai) to assist with minute taking at the monthly Board meetings with the understanding that once Montgomery is no longer on the Board, the account will be passed to the next President. Motion approved.

Executive Session

Motion. Montgomery moved and Cronin seconded the motion to enter Executive Session. Motion approved.

The Board entered Executive Session at 7:15pm.

Motion. Coleman moved and Montgomery seconded the motion to exit Executive Session. Motion approved.

The Board left Executive Session at 7:38pm.

Closing

Newsletter Assignment

Andresen will reach out to Aarestad to conduct a new Board newsletter piece.

Other Tasks and Assignments

There were none.

Review of Action Items from This Meeting

There were none.

Board Bits and Owner Updates Postlude

Action. Montgomery will send Board Bits and Owner Update items to Buckman.

Old Business

There was none.

New Business

Taylor noted that the information needed from the Board to apply for a store credit card, as discussed in April, was sent to Bonnie Taylor, and he will report back if anything else is needed.

Adjourn

Motion. Aarestad moved and Barnes seconded the motion to adjourn the meeting. Meeting adjourned at 7:44pm.