
MINUTES
Common Ground Food Co-op
Board Meeting
5:30pm-7:30pm Central Time
November 17, 2025

Call to Order

Wang called the meeting to order at 5:32pm.

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

Etienne joined at 6:00pm.

The agenda was amended to include the September and October Treasurer's reports.

Guests/Owners

There were none.

Public Comment

There were none.

Approval of Consent Agenda

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

Board Study - Training

Columinate Training

Wang reported that there is a document in the folder from Columinate with information on how to access financial trainings. He asked that each Board member login and review the trainings.

Action. Board members to complete Columinate's financial trainings.

Continued Retreat Planning

Wang reviewed the agenda for the retreat, noting that GM items have been moved to the morning to accommodate his afternoon schedule.

Lunch and meeting logistics were considered.

Board Planning - NDA, Scan Forms

Wang reminded the Board members to take their social security cards and driver's licenses to the store so they can be scanned ahead of the required annual reporting the store has to complete.

Action. Board members to take their IDs and social security cards to the store so they can have them on file for annual reporting.

Wang also reported that the Board NDA draft is in the folder.

Action. The Policy Committee will work directly with the Co-op's lawyer to finalize the NDA, keeping Taylor up to date on any changes made to it.

Monthly Operations Report and Financials

Overview

Taylor reviewed the MORE and financial reports previously made available to the Board. He reported that sales are down due to the government shut down and people losing their benefits.

He then reviewed an email from mall management regarding an incident that happened in the shared hallway outside of the store. After discussion regarding the issue, it was decided that Cronin, Andresen, Hari, and Muller would work with Taylor.

Action. The established task force will meet at least once between now and the December meeting with Taylor and report back to the Board. This task force was established as an advisory task force with the opportunity for that relationship to change over time, as needed.

GM Monitoring

Financial Conditions and Activities, EL B1

Wang reviewed a new document, Reporting Sections for Non-Compliant ELB items, outlining requested changes/sections to ELs that are reported as non-compliant. It was noted that if an EL is out of compliance, these sections would need to be added to the bottom of each of those ELs.

Action. Taylor will begin incorporating the non-compliance fields to future EL reports.

Discussion was had about how to measure and correct out of stock counts. Taylor reported that because the majority of the sales happen on a weekend, it would make the most sense for the store to begin measuring out of stock then. Once the weekend out of stock is understood more fully, he will begin looking at the data throughout the week. Further discussion was had about how to order for products that the Co-op sells most frequently to ensure those items are in stock, as owners expect them to be.

Mierek and Taylor outlined ordering plans for the store to help with sales, net profit, and returns on money spent.

Budget, EL B2

Taylor noted that the budget previously sent to the Board is no longer accurate and he will send a new file ahead of the December meeting.

Action. Taylor will send the corrected EL B1 and EL B2 documents to be discussed and voted on at the December meeting.

Executive Session

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

Motion. Muller moved and Andresen seconded the motion to exit Executive Session.
Motion approved.

Internal Monitoring and Board Admin

These items will be discussed in a future meeting.

Committee Updates

Engagement Committee

This committee will report on the December Board call.

Board Development Committee

This committee will report on the December Board call. Andresen agreed to serve on this committee.

Policy Committee

Cronin is the chair of this committee.

Closing

Newsletter Assignment

Andresen will write the newsletter.

Other Tasks and Assignments

There were none.

Board Bits and Owner Updates Postlude

Action. Montgomery to send these to the Marketing team.

Old Business

There was none.

New Business

There was none.

Adjourn

Motion. Cronin moved and Andresen seconded the motion to adjourn the meeting.
Meeting adjourned at 7:39pm.