
MINUTES
Common Ground Food Co-op
Board of Directors Meeting
5:30 – 7:30 pm Central Time
April 20, 2026

Roll Call

Call to Order Welcome Guests, Owners

Wang called the meeting to order at 5:36 pm. Cronin, Wang, Stengrim, Parson, Coleman, Hari, and Etienne are the voting members in attendance.

Muller was absent with an excused absence due to illness.

Gary Taylor was in attendance as an ex officio guest of the Board.

Liz Sands joined as the notetaker.

Public Comment

There were none.

Agenda Amendments – Document 1

There were none.

Approve Consent Agenda

March Meeting Minutes – Document 2a, 2b, 2c

Motion. Cronin moved and Parson seconded a motion to approve the consent agenda.
Motion passed unanimously.

Internal Monitoring and Board Admin

Treasurer Election

Wang stated that Andresen resigned this month and the Board needs to fill her position as treasurer. He noted it would be a bad precedent to ask any existing offers to take the position due

to conflict of interest and checks and balances, and asked if any Board members not currently serving as an officer would be willing to accept the position. He presented an overview of responsibilities, including completing the treasurers report, presenting slides at the FinMOO, and keeping track of miscellaneous board budget items such as Columinate expenses. Hari agreed to serve as treasurer, noting that she can present the slides at the FinMOO but is unable to prepare them.

Motion. Parson moved and Cronin seconded a motion to elect Moli Hari as Board Treasurer for the remainder of the Board year. Motion passed unanimously.

Board Development Committee and Elections

Wang provided context explaining that the Board Development Committee is responsible for administering the annual Board election. Currently the only committee member is Coleman, and they need at least one more Board member to serve. Cronin suggested asking whoever replaces Andresen on the Board to serve on the Board Development Committee. Wang explained that there is a conflict of interest if they choose to run for reelection in the fall. The Board decided that Etienne will move from the Engagement Committee to the Board Development Committee, and they will ask the new Board member to serve on the Engagement Committee once they are elected. Coleman agreed to serve as the Board chair.

The Board also discussed appointment of a new Board member to take Andresen's position. The next in line based on votes from the previous election is Jon Barnes. The Board agreed to ask Barnes to serve on the Board, and if he does not accept they will reach out to the next in line.

Action. Coleman, as chair of the Board Development Committee, to reach out to Jon Barnes to ask if he would like to accept Board appointment through September.

Action. Coleman to reach out to Etienne to set up monthly Board Development Committee meetings.

Action. Wang to send Jon Barnes' email and appointee contact email template to Coleman.

FinMOO Planning – Document 3

Wang noted that the presentation was put together by Emily in the Marketing department and other contributors. The Board will present about Board of Director meetings and elections. There are additional slides put together by Taylor, the GM, and Bonnie Taylor, the Finance Manager. Hari will present on these slides at the FinMoo. GM noted that it should be highlighted that the Co-op is not in a great financial place this year, sales are up due to inflation, and they should

encourage owners to shop at the Co-op in times of economic uncertainty. Wang noted a discrepancy in the Cash Flow slide. Wang noted that Emily will be reaching out to Board members to get volunteers to announce raffle winners. Parson reminded the Board that this is fully virtual.

Action. Coleman to update Board election slide (slide #5) to indicate that there are 5 available Board positions for the next election.

Action. Taylor to correct the Cash Flow slide for the FinMoo.

Monitoring Report Procedure and Policy – Document 4a, 4b, 4c

Wang noted that the only information he wanted to highlight was the Policy Committee discussed that calendar changes do not require a motion but major changes do. It also included definitions of minor and major changes. He also suggested temporarily suspending discussion of the monitoring report for EL B1 and EL B6 (financial activities and treatment of staff, respectively). Discussions have taken up a lot of time and can be temporarily replaced with a motion that the Board has received and read the report, noting that it can be discussed further as time permits.

Motion. Parson moved and Etienne seconded a motion to temporarily suspend the Board monitoring report process for EL B1 and El B6 for the next 6 months to provide more meeting time for the Board to focus on the GM search and transition. Motion passed unanimously.

Wang noted that the tracking sheet provided by Gary will serve as the main tool for a quick bird's eye view in lieu of a deep discussion. The report contains the absolute difference in dollars and percentage from the budgeted amount or goals for the monthly financials.

Wang brought up an easy-to-implement solution to an issue that has been discussed previously, explaining that all HR documentation in paper form should remain in the store and there should be policies to make sure that happens, as well as processes for scanning and copying documents. All existing offsite documents need to be recalled to the store. He proposed to set policies moving forward for how documents are processed, filed, and stored. Taylor mentioned the issue of being able to sign documents electronically. Parson noted that there are already systems in place for this. Parson also noted that files cannot be printed from the shared drive unless authorized.

Motion. Cronin moved and Coleman seconded a motion to have Taylor take the discussed action regarding paper HR documents and then report back with the results for next month's meeting. Motion passed unanimously.

Monthly Operations Report and Financials

Overview – Document 5a, 5b, 5c

Taylor reported the following:

- He has given up liquor management.
- HR practices remain normal.
- They have hired a new Marketing coordinator, Ellen.
- Facilities is dealing with adjustments to the new cases.
- He will be forcing the ordering of a few extra cases for out-of-stock counts, noting that on Sunday there were 90 out-of-stock items that had not been ordered.
- They eliminated one of the MOD positions to help with labor and hired a new changemaker.
- They are looking into where they can cut labor, for example monitoring where they can not rehire positions as they open.
- He is considering eliminating Radish Rewards. Taylor explained that Radish Rewards were created to provide an incentive to owners in lieu of a dividend payout, but that it does not make sense to continue until the store is profitable again. He noted that this could save the store around \$50,000 per year.
- They are updating the Owner Deals process to provide fewer but higher quality items on sale for Owners. Stengrim asked about sales increases during OAD, to which Taylor responded that they do see an increase in sales, and plan to continue disbursement of OAD coupon books.

GM Monitoring Reports

Financial Conditions and Activities, EL B1, Q4 2025 – Document 6a, 6b

Wang stated they will move discussion of EL B1, Q4 2025 to next month due to submission timelines. He noted that he did not see a Cost Plus report for this month.

Action. Taylor to send Cost Plus email as part of the El B1 tracking information.

Ends Report – Document 7a, 7b

Taylor explained they saw sales growth in 2025 after 3 years of no growth, however their net income is not good. Owners in good standing went up, however they did not sign up as many new owners during the annual Owner Drive as in the past.

The Board discussed eliminating the section under End #2 regarding staff earning a living wage because the definition is under debate and it feels irrelevant to this particular End. There was suggestion about adding metrics about health care, full-time staff, and employee satisfaction.

Action. Taylor to check financials in Ends Report, particularly income and days cash on hand.

GM Search

GM Search

Cronin shared where to find the Common Ground Food Co-op GM document. Etienne explained that there was discussion about the job description including reasons why they worded things the way they did, how to deploy the application, timeframe, resources they can use from the Co-op, and what the interview process will look like. Wang discussed salary range in comparison to other grocery retailers in the area and data from NCG, noting that an average range for this position is \$96,000. The Board discussed the option of a merit-based salary and/or bonus. Parson discussed the experience level listed and noted there is internal interest in this position.

Coleman noted there was collaboration on preliminary forms for the application process, and Stengrim explained that the job will be posted on various platforms with an ask for candidates to email their cover letter to the Board. Stengrim discussed advice given by NCG to move fast once applications come in. Cronin noted that she is working with the Marketing department to create a webpage and they should be on track for April 30th. Wang noted that all application materials will go directly to the Board.

GM Transition

GM Transition

Wang noted that he wanted to start a discussion and have it on record, but that no decisions need to be made today. He explained that one of the elements the Board is currently facing is that Taylor has agreed to remain on until the next manager is hired and to participate in some of the training. Taylor has also indicated that he may like to remain employed in some capacity at the store.

Motion. Etienne moved and Parson seconded a motion to enter executive session. Motion passed unanimously.

Committees and Task Force Updates

Engagement Committee

There are no updates as Muller is absent.

Board Development Committee

Coleman noted that all items had already been discussed.

Policy Committee

Cronin noted that all items had already been discussed.

Ends Task Force

Cronin explained that they are moving toward supporting the store as requested but are not meeting currently. Wang will remove the Ends Task Force from the agenda unless Cronin notes otherwise.

Action. Wang to remove the Ends Task Force from the monthly agenda.

Closing

Additional Discussion

There was none.

Newsletter Assignment

The Board discussed that if Jon Barnes accepts the appointment, the article can be an introduction about him.

Action. Cronin to follow up with Muller about newsletter assignment.

Review of Action Items from This Meeting

1. Coleman, as chair of the Board Development Committee, to reach out to Jon Barnes to ask if he would like to accept Board appointment through September.
2. Coleman to reach out to Etienne to set up monthly Board Development Committee meetings.
3. Wang to send Jon Barnes' email and appointee contact email template to Coleman.
4. Coleman to update Board election slide (slide #5) to indicate that there are 5 available Board positions for the next election.
5. Taylor to correct the Cash Flow slide for the FinMOO.
6. Taylor to send Cost Plus email as part of the El B1 tracking information.
7. Taylor to check financials in Ends Report, particularly income and days cash on hand.
8. Wang to remove the Ends Task Force from the monthly agenda.
9. Cronin to follow up with Muller about newsletter assignment.

Board Bits and Owner Updates

The Board is hard at work to find a new General Manager.

Scheduling May Meeting

The Board agreed that the monthly Board Meeting will take place on Monday, May 18th with the Executive Session happening the week before on Wednesday, May 6th.

Adjourn

Motion. Stengrim moved and Cronin seconded a motion to adjourn the meeting at 7:35 pm. Motion passed unanimously.