MINUTES
Common Ground Food Co-op
Board of Directors Meeting
5:30 – 7:30 pm Central Time
June 22, 2026

Roll Call

Call to Order Welcome Guests, Owners
Wang called the meeting to order at 5:31 pm. Wang, Muller, Stengrim, Taylor, Cronin, and Parson were the voting members in attendance.

Etienne, Hari, and Coleman were absent.

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

Liz Sands joined as the notetaker.

Public Comment
There was none.

Agenda Amendments – Document 1
There were none.

Approve Consent Agenda

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

March, April, May Treasurer's Report – Document 2d

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

Internal Monitoring and Board Admin

Internal Monitoring D8 – Document 3

Wang asked Board members if there were any items they wished to discuss. There were none. Wang noted that if something comes up to email Julia with the Policy Committee to have them take a look at or further discuss.

Retreat Date Selection – 10/24, 11/7, 11/14

The Board discussed the upcoming retreat and noted that they should include the date in the candidate application so new Board members know it is coming up and is a required meeting. The retreat date was decided for November 7th.

Board Election – Document 4a, 4b

Wang reviewed the Board election process, explaining that the application goes live on July 1st. The candidate packed is made available to them and the application is due mid-August. At that point, the Board Development committee and any other members, if needed, have a month to do screening interviews. All candidates who pass will be put on the ballot for election. The election starts one week before the Meeting of Owners (MOO) and ends at 7pm the night of the Moo. Shortly after, candidates will be notified about their election status. After they accept, all candidates officially start their terms on October 1st.

Taylor from the Board Development committee noted that he and Coleman made updates to the election packet. Wang noted the available Board seats for the upcoming election: there are 5 seats open – 3 of them are for full 3-year terms, 1 is for a 2-year term, and 1 is for a 1-year term.

Muller noted that the election packed to be updated to require 2 monthly meetings, including the Executive Session. Wang also recommended upping the minimum required hours to 10-15 hours per month due to the GM transition. Wang requested that the Board Development committee make sure the application and packet go to Emily in marketing by July 1st.

Gary Taylor informed the Board that the marketing staff is looking into dates and locations for the MOO.

Action. Board Development committee and Owner Engagement committee to connect with Marketing staff about MOO plans.

Monthly Operations Report and Financials

The Board and GM discussed transitions in the bakery department. Gary Taylor also explained they have started receiving the UNFI cost plus discount.

Tracking Reports – Document 6

Wang congratulated Taylor on hitting the cost plus goal. He also noted that sales were behind 15k per week for this quarter. Wang also noted that out of stock numbers are low, rebate numbers are looking better, and this is the first month the co-op has department expenses coming in under budget.

Transition Directives

Offsite HR Documents and Policies – Document 7a, 7b

Taylor explained that the document handling policy has been updated and sent to the Board for review. He also discussed that he was working with IT to determine a system from preventing staff from printing documents offsite.

Action. Taylor to follow up with Colin in IT to update admin permissions for printing.

Wang requested a status on the above action item for next month. Taylor noted that they are still on track to have the policy drafted by the next handbook version in January of next year.

Wellness Desk, Document 7a

Taylor explained that a new work station for Wellness has been set up in the back near the old coffee station. There have been delays in removing the Wellness desk, but Taylor will begin working on it the following day. Fixtures and shelving have been ordered and will arrive shortly. The entire project should be completed mid-July.

Labor – Document 8

Gary noted that the NCG rep pointed out that labor is the biggest financial problem the co-op is currently facing. Taylor will be doing a deeper dive into labor to come up with solutions or at least identify the scope of the problem and come up with possible causes of it.

The Board discussed scheduled hours available, discrepancies in labor projections, and scheduled hours for salaried employees. Wang went through labor and sales projections in depth. Parson noted that there are too many and unregulated number of hours scheduled. Robert Taylor noted that hours may need to be cut for staff other than managers. Gary Taylor explained that this will create an issue among staff.

Action. Gary Taylor to meet with departments to discuss labor issues.

Wang asked if Gary was on board with putting a policy procedure in place to schedule hours and review them. Gary agreed.

Gary Taylor will investigate salaried employee labor.

Action. Labor task force to serve as Gary's sounding board/discussion group. This newly implemented group will include Robert Taylor, Parson, Muller, and Wang.

Motion. Muller moved and Parson seconded a motion to implement labor task force and associated mission statement as well as to officially put labor on the list of transition directives. Motion passed unanimously.

Committee and Task Force Updates

Action Item Follow-up – Document 9a, 9b

Wang noted that Gary Taylor sent out notes detailing the monthly items the Board has already discussed. There were no additional notes.

Executive Session

Executive Session

Motion. Taylor moved and Muller seconded a motion to enter Executive Session. Motion passed unanimously.

Committee and Task Force Updates

Policy Committee – ELB7, Attendance Procedure – Document 10a, 10b

Wang explained that the Board would like to clarify language for attendance because it is not super clear. The new procedure will be that the Board secretary will inform the president of a 3rd absence which will kick off a process for whether or not to initiate resignation.

Action. Board to discuss attendance logistics during retreat this year.

The policy committee suggested to excuse any director at this moment who has had 3 or more absences.

Motion. Muller moved and Cronin seconded a motion to excuse any directors who are currently considered to be automatically resigned per bylaws.

Cronin proposed an edit to ElB7 to include a guard rail on legal expenses moving forward.

Engagement Committee
Muller noted there will be a documentary screening in the Flatlander classroom on August 18th. This will be featured in the newsletter. The book club will also restart in September.

Board Development Committee
The committee was supposed to meet a week ago, but Coleman was the only one in attendance. Coleman reviewed the election packed and candidate questionnaire to figure out what needed to be edited. He will update dates.

GM Search Committee
The committee will meet on Wednesday of this week to figure out salary ranges and already mentioned incremental incentives as well as to discuss plans for finalist candidates.

Closing

Additional Discussion

Action. Coleman to send email to Marketing staff about when to meet with them regarding the election.

Newsletter Assignment
Wang will reach out to Muller for article about documentary screening and book club.

Review of Action Items from this Meeting
Cronin reviewed action items identified in this meeting.

Action. Cronin to send out interview scheduling poll.

Board Bits and Owner Updates
The Board took a close look at financials and have started preparing for the fall election.

Scheduling July Meeting
The July Board meeting is schedule for Monday, July 20th with Executive Session taking place Thursday, July 9th.

Adjourn

Motion. Parson moved and Taylor seconded a motion to adjourn the meeting at 7:30pm. Motion passed unanimously.