

Common Ground Food Co-op  
 Board Meeting Minutes  
 April 13, 2020  
 6:15 pm to 8:15 pm  
 Zoom Videoconference

Present: Karen Carney, Magdalena Casper-Shipp, Rey Dalitto, Colin Dodson, Michael Feltes, Ben Galewsky, JP Goguen, Evelyne Tardy, Robert Taylor

Absent: None

Others Present: Gary Taylor, GM  
 Jeffrey Chandler, Minute Taker

<b>Proceedings</b>	
<b>Meeting called to order</b>	<b>At 6:15 pm by Karen Carney</b>
<b>1. Preliminaries</b>	<p><b>A. Guests/Owners</b>          Gary Taylor, GM          Jeffrey Chandler, Minute Taker</p> <p><b>B. Public Comment</b>          Karen noted Todd Wallace reached out about using Zoom for meetings, and Karen advised we are already doing that. Karen thanked Ben Galewsky for setting this up. No guests present.</p> <p><b>C. Agenda Amendments</b>          None.</p>
<b>2. Board Study</b>	<p><b>A. FinMOO 2020</b>          Magdalena Casper-Shipp reviewed what was shared at the FinMOO last year. She provided a draft of this year's presentation prior to the meeting. She asked what years the board would like presented in comparison. For instance, she noted 2020 will not be a good year to compare in the future. There was consensus that 3 years would be good. She discussed potential data to present in graphs.</p> <p>Magdalena also noted presenting information regarding owner loan payments may be necessary. Karen noted it may be</p>

	<p>good to wait until we have a better idea of what the financial picture will look like. Gary Taylor advised first quarter repayments were made, and there are none in the second quarter.</p> <p>FinMOO agenda would begin with Gary discussing COVID-19 safety, staffing, and other present conditions and considerations, followed by the Magdalena presenting the financials. Then Karen would discuss the visioning work, potentially followed by a presentation on policy governance. There was general discussion about allowing more time for question with Gary, and therefore potentially limiting or omitting policy governance based on time and interest.</p> <p>Gary reviewed some of the points he intends to discuss, and reviewed some of the current metrics and operational impacts. Working towards delivery and curbside pickup set up, also added a third delivery day. There was discussion about how questions would come through in the virtual format. It was noted the purpose of the event is to present financials, and the COVID-19 discussion is secondary, but most in demand. So the balance of time is important.</p> <p>The FinMOO will be held virtually from 6:00-7:30 on 4/16, but may not take the full time. Further discussion on the logistics of limiting cross-talk, fielding questions, and facilitating the online environment of the meeting. Colin Dodson and JP Goguen volunteered to coordinate and perform the duties listed above. Karen and others discussed the logistics of getting the link and password for the Zoom meeting to owners quickly.</p>
<p><b>3. Consent Agenda</b></p>	<p><b>A. Public Minutes from March Meeting</b>  <b>B. GM Operational Update (MORe)</b></p> <p><b>Action Taken</b>  The board unanimously approved the consent agent as a whole.</p>

<p><b>4. Board Monitoring</b></p>	<p><b>A. Board Process C6 – Code of Conduct</b> No discussion, compliance to be evaluated in July with all Board Monitoring reports</p> <p><b>B. Board Process C1 – Governing Style</b> Colin asked about an appendix that is referenced in this policy. Karen noted it is in Appendix 4 is the policies. Compliance to be evaluated in July with all Board Monitoring reports.</p>
<p><b>5. Committee Updates</b></p>	<p><b>A. Board Development Committee</b> Magdalena noted the committee has not met. Karen noted the Board Nomination packet needs to be addressed quickly. The committee will meet with Karen next week.</p> <p><b>B. Owner Outreach Committee</b> Evelyne Tardy noted the committee has not met. Karen asked the committee to consider what outreach looks like in the current climate. What would replace tabling activities look like, for instance? The committee will discuss.</p> <p><b>C. Policy Committee</b> Magdalena noted the committee had not met, but briefly reviewed some of the items on their to-do list. Karen asked if there were any policy considerations in this scenario wherein the board is not meeting in person. The committee will review.</p> <p><b>D. Visioning Working Group</b> Karen reported the group has not met in person, but have exchanged emails. Robert Taylor reported on the results of the second stage of the long-term and short-term goals. This stage allowed him to apply quantitative analysis to the feedback provided by the board, which he presented. This helped to identify three goals on which to focus. These were educating owners about local food, increasing awareness about local food, and engaging local suppliers in reaching our goals.</p>
<p><b>6. Board Admin</b></p>	<p><b>A. Review of Ends in 2019?</b></p>

	<p>Karen advised this is the time to determine if our Ends are still appropriate or if they should be reviewed by the board this year. Karen advised this may not be the year to review the Ends, but solicited board discussion. Ben Galewsky added that he is working on strategic visioning with another group, and they looked at how their visioning has been affected by COVID-19, and he thinks it may also be a good exercise for the co-op. Karen noted the board does not have to revise them, but could still review them less formally. JP also noted that as a new board member he might not be an asset in a full Ends review, but might feel more prepared in 6 months to a year. There was further discussion about the board’s options.</p> <p><b>Action Taken</b> The board voted to decline doing a review of the Ends, but recommended the discussion resume at the retreat in November 2020. Rey Dalitto and Colin Dodson abstained.</p> <p><b>B. Recruitment</b> Karen asked everyone to come up with 1-2 people they can talk to about joining the board to begin to boost interest in elections.</p>
<p><b>7. GM Monitoring</b></p>	<p><b>A. Ends Report</b> Magdalena noted she liked three years of historical information. Karen noted that she enjoyed the mentions of local goods and producers. Ben noted some 2019 values are missing, for which Gary provided some information. Rey asked questions about the outreach groups reported, to which Gary referenced a pop-up list. Karen and JP commended the increase in class participation.</p> <p><b>Action Taken</b> The board unanimously approved the Ends report.</p>
<p><b>C. Closing</b></p>	<p><b>A. Next meeting May 11, 2020</b> Karen advised Evelyne would be running the</p>

	meeting in May. <b>B. Outreach calendar assignments</b> Newsletter: JP Tabling: Rey & Robert <b>C. Other assignments</b> <b>D. Go Around for Comments</b>
<b>Adjourned</b>	<b>At 7:26 pm by Karen Carney</b>