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

Roll Call

Call to Order Welcome Guests, Owners

Wang called the meeting to order at 5:30 pm. Stengrim, Muller, Wang, Taylor, Coleman, Cronin, Etienne, Hari, and Parson were the voting members in attendance.

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

June Treasurer's report – Document 3a, 3b

Hari noted that a previous Board member received a stipend for one month and will look further into the issue. The Board also discussed revisions and duplicates in the treasurer's report.

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

Internal Monitoring and Board Admin

Executive Session Motions – Document 4a

Motion. Cronin moved and Taylor seconded a motion to ratify motion #2 from Executive Session. Motion passed unanimously.

Internal Monitoring Policy Discussion – Document 4b

Wang discussed language clarification for motion #1, noting that GM search committee tasks are separate from GM hiring decisions which include compensation, final candidacy, HR benefits, contracts, etc.

Motion. Cronin moved and Etienne seconded a motion for all future GM and hiring contract decisions to be passed and Executive Session motions separately ratified by a 2/3 majority of the Board, with a minimum of 6 Board members voting in favor. Motion passed unanimously.

Retreat Date Review – 11/7, MOO Date discussion

Wang reminded Board members that the retreat is set for November 7th. This date has been confirmed with Todd from Columinate and has been added to the candidate packet for the election for candidates running for Board seats this year. Wang also discussed September 23rd and September 24th as possible dates for the MOO.

Action. Wang to give Emily in Marketing feedback that either date will work for the MOO.

Action. Wang to follow up with Operations Manager Joanne to ensure that Robert Taylor gets added to the Board email list.

Wang also noted that the internal monitoring policy review is coming up. Board members had no questions at this time.

GM Monitoring Executive Limitation Reports

ELB 4 Ownership – Document 5

Taylor discussed errors in this document as well as on the website, and Wang noted that he has a new owner packet available if any Board member would like to review.

Action. Gary Taylor to edit the first bullet point under data on page 7 of ELB4 and resubmit it, then the Board will go through the electronic voting procedure to approve.

ELB 5 Treatment of Customers – Document 6

The Board discussed customer feedback regarding the store's decision not to close on a particular day in solidarity with the city.

ELB 9 Emergency Succession – Document 7a, 7b, 7c

The Board discussed the current readiness of the primary and secondary DGM in the event that Gary is absent from the store. Taylor noted that the document should note specific requirements regarding their expectation to attend Board meetings.

Action. Gary Taylor to edit the bullet point in ELB 9 so it is accurate and add dates to any Board attendance for primary and secondary DGM.

Wang reminded the Board that their current procedure is that Gary Taylor has one week to make small edits to reports and resend them to the Board, then the Board must complete an electronic vote within seven days of receiving a resubmission.

ELB 6 Treatment of Staff – Document 8

Wang noted that ELB6 and ELB1 have been postponed since the Board is addressing those issues specifically with transition directives.

Motion. Coleman moved and Muller seconded a motion that all directors have read and acknowledged ELB6. Motion passed unanimously.

Monthly Operations Report and Financials

Overview – Document 9a, 9b

Taylor confirmed with GM Gary Taylor that as of May, the Co-op is at a loss of \$178,000, and the end of 2025 had a loss of \$156,000. Gary Taylor confirmed.

Tracking Reports

Tracking Reports – Document 10

The Board discussed how the store did not meet the Cost Plus discount this month, and that perhaps moving forward there needs to be a goal to hit the discount every other quarter. Parson noted that the month of June is empty in the tracking/department expenses spreadsheet. He also asked whether Gary has implemented the process to check orders and add more items to hit the goal. Gary explained that the grocery assistant manager is in charge of this task. Wang noted that there are 2 weeks with no tracking data.

Action. Gary Taylor to investigate the no data lines for out of stocks and figure out what is going on.

Action. Gary Taylor to get the June department expense budget numbers and labor report.

Transition Directives

Wellness Desk – Document 11a

The Board thanked Gary for his work on the Wellness Desk project. Gary noted that all fixtures have been put in place, and the new items for the reset arrived today. He also noted that the store received free products, resulting in a profit of \$900 for the cost of the entire project.

Action. The Board to confirm with Gary at the August meeting that the Wellness Desk directive has been completed.

Labor – Document 11b, 11c, 11d

Gary confirmed that he has met with department heads regarding labor, as well as held a few department meetings to clarify what labor will start looking like. Wang asked Gary if he had implemented a policy to control the number of hours scheduled for hourly employees. Gary explained that Joanne has been told to check hours against the labor spreadsheet, but an official policy has not been created yet. Wang requested Gary create this policy and also include a directive for managers to include reasoning if hours do need to be exceeded.

The Board discussed discrepancies between the tracking report and the labor and sales projection spreadsheet. Wang asked Gary when they will start to see the reflected changes in number of hours scheduled. Gary explained that the most recent schedule had already been made, so

changes will not take effect until mid-July and be seen in reports until mid-August. Gary and the Board discussed the break policy and how it impacts labor numbers. Gary also explained that the store needs to identify a strategy for not filling positions when staff members leave unless they are critical positions, such as manager roles.

Action. Gary Taylor to investigate discrepancies between the tracking report and the labor & sales projections spreadsheet.

Action. Gary to put labor policy in writing by the next Board meeting.

Executive Session Item Documentation – Document 11a

Wang noted confirmed the deadline of two items with Gary Taylor.

GM Search

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Motion. Etienne moved and Cronin seconded a motion to enter Executive Session at 6:49 pm. Motion passed unanimously.

The Board resumed open session at 7:24 pm.

Committees and Task Forces Updates

Policy Committee – ELB7 – Document 12

Cronin noted that based on feedback they received, the Policy Committee edited ELB7 to tighten up language. Cronin requested Board members send any notes they may have.

Engagement Committee

Muller noted the newsletter article will be about the upcoming election and soliciting candidates.

Board Development Committee

Coleman stated that the Board Development Committee has not met but they do have the election packet ready. He noted that the candidate level is low and requested recommendations from the Board to increase engagement.

Closing

Additional Discussion

There was none.

Newsletter Assignment

Etienne will write the newsletter article.

Review of Action Items from This Meeting

Cronin reviewed a pertinent action item from the meeting.

Board Bits and Owner Updates

The Board talked about the upcoming election and Meeting of Owners

Scheduling August Meeting

The August Board meeting has been scheduled for August 17th, 2026.

Adjourn

Motion. Muller moved and Cronin seconded a motion to adjourn the Board meeting at 7:31 pm. Motion passed unanimously.