

Common Ground Food Co-op
 Board Meeting Minutes
 March 11, 2019
 6:15 pm to 8:15 pm
 Urbana First United Methodist Church, 2nd floor Parlor – Urbana, Illinois

Present: Karen Carney, Magdalena Casper-Shipp, Margaret Johnstone, Kathleen Moreno, Marissa Stewart, Evelyne Tardy, Julie Zilles

Absent: Charles Delman, Yusuf Hermes

Others Present: Gary Taylor, GM
 Colin Dodson, Owner/IT Coordinator
 Al Kagan, Owner
 Jeffrey Chandler, Minute Taker

Proceedings	
Meeting called to order	At 6:15 pm by Marissa Stewart
1. Preliminaries	<p>A. Guests/Owners Gary Taylor, GM Colin Dodson, Owner/IT Coordinator Al Kagan, Owner Jeffrey Chandler, Minute Taker</p> <p>B. Public Comment None.</p> <p>C. Agenda Amendments Marissa Stewart added Board Admin Item 6A for discussion regarding meeting location before the Executive Session. Item 3D was removed as monthly monitoring was concluded last month.</p> <p>Action Taken The board unanimously approved the agenda amendments.</p>
2. Board Study	<p>A. Election Criteria & Packet Review Magdalena Casper-Shipp presented information regarding options for electronic voting, and suggested separating the Round-Up for Good voting process from the board candidate election, considering their different deadlines. The committee thought whatever was most convenient for owners should dictate. In terms of the bylaw amendment to</p>

	<p>include staff members as potential board candidates, the board development committee asked whether staff members running would be evaluated in the same manner as other candidates. Magdalena noted the Policy Committee is deliberating issues regarding eligibility and ratio of staff board positions, and these issues are yet to be decided by the board. There was consensus that if no other guidelines are set via policy updates, staff candidates should undergo the same processes of evaluation.</p> <p>There was additional discussion regarding the desired candidate characteristics and definitions. Magdalena notes revisions are needed to incorporate visioning into the board's work. A need for a FAQ regarding staff candidates was noted, but would also be dependent on potential policy changes. There was general discussion and input regarding long answer questions, and how these would be made available to owners.</p> <p>Magdalena also initiated discussion regarding how existing board members who have previously been through the evaluation and rubric scoring process would be handled if they seek re-election. Marissa suggested having the same number of questions and topics but worded to reflect returning candidates' board experience, while still maintaining the interview portion of the process as is. There was also a suggestion to assess the participation and attendance of a board member who is running for re-election as part of their candidacy evaluation. It was agreed that all candidates, new or returning, would need to answer the written questions. There was additional discussion about how to evaluate new candidates and returning candidates comparatively within the scoring rubric.</p>
<p>3. Consent Agenda</p>	<p>A. Public Minutes from February Meeting B. Private Minutes from February Meeting C. GM Operational Update (MORe)</p>

	<p>Action Taken The board approved the consent agenda as a whole. Magdalena Casper-Shipp abstained due to absence in February.</p>
<p>4. Board Monitoring</p>	<p>A. Board Process C6 – Officers’ Roles The board participated in and reviewed results from a survey conducted prior to the meeting. Marissa observed that no scores were out of compliance. There was discussion about some low scores being given for officers who have not yet had the opportunity to perform the tasks on which they are being evaluated. Julie Zilles offered a suggestion to add checkpoints to the monitoring calendar to let officers show their work is being completed. The board also noted that it is not just the president’s responsibility to perpetuate board leadership, but moving this responsibility to the board as a whole would require a policy change.</p> <p>Action Taken The board unanimously accepted the report as in compliance.</p> <p>B. Board Process C8 – Governance Investment This is an extra monitoring added to review the board budget because the store budget was not ready during the regular monitoring cycle. The audit is more expensive than anticipated, which has eliminated CCMA as a possibility for board members this year. Magdalena noted issues with compliance in regards to not sending someone to CCMA, but it was discussed that the audit expense was justly prioritized this year.</p> <p>Action Taken The board unanimously accepted the report as in compliance.</p>
<p>5. Committee Updates</p>	<p>A. Board Development Committee No report. See Board Study.</p>

	<p>B. Owner Outreach Committee Evelyne Tardy reported that the FinMOO date is changed to April 16th from 6-8pm at the IMC. The committee is working on planning.</p> <p>C. Policy Committee In regards to the proposal to post policies, Magdalena reported the committee discussed whether financial policies should be shared, noting that public policies in conjunction with public meeting minutes could allow competitors to research the store's performance if evaluated together. The committee is working towards a proposal to include a section regarding insufficient owner equity as a determination of compliance.</p> <p>A staff survey was distributed with a focus on the policies surrounding the staff members sitting on the board, which yielded 13 responses. Results to be forwarded to the board when compiled. The committee feels the only way to limit the number of seats that can be held by a staff member would require a by-laws change. If any changes are submitted for bylaws, they would be presented to go into effect immediately, so they could affect the upcoming election. The committee is hoping to bring the proposed changes for EL B1, synopsis of survey responses, and work towards bylaw changes that may need legal consultation, and FinMOO contributions in April.</p> <p>D. Visioning Working Group Karen Carney gave a reminder for those on working groups to conclude their work and submit reports by April 1st.</p>
<p>6. Board Admin</p>	<p>A. Meeting Location Karen noted that the current meeting location, Faith United Methodist Church, is part of a larger church organization which has voted to not recognize LGBTQ clergy and same-sex marriage. She would like</p>

	to ask the local church about their stance, to determine if the meeting location is still in compliance with providing a diverse and accepting environment. Karen has drafted a letter to the church and asked for input from the board.
EXECUTIVE SESSION OPENS	
7. Lease Update	
8. GM Quarterly Check-in	
EXECUTIVE SESSION CLOSSES	
7 & 8 – Continued	Action Taken The board unanimously authorized Marissa to provide their feedback to Gary Taylor.
9. Closing	A. Next meeting April 8, 2019 Urbana First United Methodist Church? B. Outreach calendar assignments C. Check-out Marissa notes her appreciation of the board's work to share the workload, as discussed at the board retreat.
Meeting Adjourned	At 8:09 pm by Marissa Stewart