

Common Ground Food Co-op  
 Board Meeting Minutes  
 July 10, 2017  
 6:15 pm to 8:15 pm  
 Urbana Civic Center, Urbana Illinois

Present: Magdalena Casper-Shipp, Margaret Johnstone, Marissa Stewart, Ted Veselsky, Kristin Walters, Julie Zilles

Absent: Charles Delman, Tom Howley

Others Present: Phyllis Bruno, Interim GM/CFO  
 Joanne Mierek , Interim GM/COO  
 Colin Dodson, Employee 7847  
 Sam Ihm, Employee 10467  
 Jodi Anderson, Owner 3264  
 Shannon Fletcher, Owner 7573  
 Keith McKenney, Owner 6486  
 Z Snyder, Owner 12740  
 Emily Stratton  
 Jeffrey Chandler, Minute Taker

<b>Proceedings</b>	
<b>Meeting called to order</b>	At 6:16 pm by Julie Zilles
<b>1. Preliminaries</b>	<p><b>A. Guests/Owners</b></p> <p style="padding-left: 40px;">Phyllis Bruno, Interim GM/CFO          Joanne Mierek , Interim GM/COO          Colin Dodson, Employee 7847          Sam Ihm, Employee 10467          Jodi Anderson, Owner 3264          Shannon Fletcher, Owner 7573          Keith McKenney, Owner 6486          Z Snyder, Owner 12740          Emily Stratton          Jeffrey Chandler, Minute Taker</p> <p><b>B. Public Comment</b></p> <p style="padding-left: 40px;">None</p> <p><b>C. Agenda Amendments</b></p> <p style="padding-left: 40px;">None</p>
<b>2. Board Study</b>	<p><b>A. CCMA Report</b></p> <p style="padding-left: 40px;">Julie Zilles reported she and Phyllis Bruno, who was presenting, both recently attended</p>

the Consumer Cooperatives Management Association (CCMA) convention. She noted all the presentation materials are available to Board members.

Julie detailed the themes of the convention as staying relevant and diversity. She noted the major focus on staying relevant was keeping up with e-commerce opportunities and delivery companies (notably Instacart which just came to town).

She attended a presentation by LaDonna from Seward Food Coop in Minneapolis, in which they chronicled their struggles and overcoming invisible barriers. Kristin Walters noted other community organizations with diversity outreach plans might make good partnerships. Marissa Stewart added marketing focused on our Ends would make us stand out from other large retail chain opportunities in town.

Julie also presented information she gathered from a presentation on Generative Governance, a system set up to allow the GM and the Board to work together on future planning while maintaining a governing/operating balance. She also discussed the shocked reactions she received from other coops when she shared we do not have a nominations committee who solicits and chooses board member candidates who will serve the board with specific skills, in contrast to our open nominations/elections. There was brief discussion about the interview process in place currently and confirmation applicants will not be disqualified through this process.

CCMA will be in Portland, Oregon next year.

<p><b>3. Consent Agenda</b></p>	<p><b>A. Public Minutes from June Meeting</b>  <b>B. Documentation of Decision</b>  <b>C. GM Operational Update</b>  <b>D. Contract with Internal Interims</b></p> <p><b>Action Taken</b>  The board unanimously approved the consent agenda.</p>
<p><b>4. GM Monitoring</b></p>	<p><b>A. Ends Report</b></p> <p><b>Action Taken</b>  The board approved the Ends Report as presented.</p>
<p><b>5. Board Monitoring</b></p>	<p><b>A. BP C2 Board Job Descriptions</b>  This review is a follow up from the January report which was found out of compliance. There was discussion about progress in areas of owner outreach, financial training and board retreat planning with a focus on training new board members.</p> <p><b>Action Taken</b>  The board unanimously found themselves in compliance.</p>
<p><b>A. Committee Updates</b></p>	<p><b>A. Board Development Committee</b>  Magdalena Casper-Shipp reported she has been in touch with Todd regarding the upcoming retreat and wanted input on whether to hold the retreat in November or January depending on new GM search. Most feedback preferred to wait for the new GM and hold it in January. Julie did note this would affect the board calendar and a new GM may still not be hired. There was further discussion and Magdalena advised she would reach out to Todd about date preference and options. Margaret Johnstone reported the</p>

election packet is available in multiple formats. It was noted the logo needs to be updated on the packet.

**B. Owner Outreach Committee**

Ted Veselsky opened discussion regarding the communication plan for the GM search. Joanne Mierek noted owners she is hearing from would like face-to-face conversations, to which the board decided to focus monthly meet and greets on GM Search questions. Phyllis Bruno noted the easels are still available for board postings and communication. There was discussion about making the newsletter quarterly and then making focused special announcements more frequently instead.

The MOO agenda and structure were also discussed.

**C. Policy Committee**

Ted reported the staff treatment policy is ready for review and vote when it is appropriate in the agenda, Julie noted she will schedule for August. The committee is looking into publication of reports and policies, and would like input from the board. Phyllis noted monthly financial reporting being published is becoming a trend in transparency as well.

**D. Democracy Project Working Group**

Kristin advised she would like to work on giving the staff a voice in the GM transition. Marissa noted without a GM, visioning is stalled, so staff/owner engagement is a good way to keep this working group active during the transition.

<p><b>B. Financial Monitoring</b></p>	<p><b>A. Owner Loan Deferrals</b>  Julie noted the input from the lawyer is not ready but will be sent out electronically when available. She opened discussion for general feedback. She noted specific wording feedback would be collected electronically.</p>
<p><b>C. GM Transition</b></p>	<p>Marissa reported the initial leads for an external Interim GM from CDS fell through, but there is another potential candidate. A survey of management and the board was completed to restructure the position ad, which is now posted through July 31. Julie encouraged those present to share and recommend candidates.</p>
<p><b>D. Closing</b></p>	<p><b>A. Next meeting August 14, 2017</b>  Urbana Civic Center</p> <p><b>B. Outreach calendar assignments</b>  Magdalena covering newsletter for Charles focused on GM Search</p> <p><b>C. Other tasks and assignments</b>  None</p> <p><b>D. Go around for comments</b>  None</p>
<p><b>Meeting Adjourned</b></p>	<p>At 7:48 pm by Julie Zilles</p>