

Common Ground Food Co-op  
 Board Meeting Minutes  
 June 14, 2021  
 6:15 pm to 8:15 pm  
 Google Videoconference

Present: Lisa Bralts, Ben Galewsky, JP Goguen, Ming Kuo, Taidghin O’Brien, Calvin Wang, Mel Weinstein

Absent: Jade Algarin, Robert Taylor

Others Present: Gary Taylor, General Manager  
 Carmen Doerr, Finance Manager  
 Jeffrey Chandler, Minute Taker

<b>Proceedings</b>	
<b>Meeting called to order</b>	<b>At 6: pm by Ben Galewsky</b>
<b>1. Preliminaries</b>	<p><b>A. Guests/Owners</b>          Gary Taylor, General Manager          Carmen Doerr, Finance Manager          Jeffrey Chandler, Minute Taker</p> <p><b>B. Public Comment</b>          None.</p> <p><b>C. Agenda Amendments</b>          None</p>
<b>2. Board Study</b>	<p><b>A. Board Retreat Discussion</b>          Discussion regarding the dates for another retreat continued from previous meeting and correspondence. Ben Galewsky to send out a poll for date availability. JP Goguen added the idea was to meet in person. JP and Robert Taylor have had discussions with Todd Wallace who may also be involved.</p> <p><b>B. MOO Planning</b>          The MOO generally happens in September and on a Thursday night for the past two years. September 23<sup>rd</sup> was selected. In-person, virtual, hybrid, and outside formatting possibilities and COVID considerations were discussed. Venues, food, activities, live music, and other methods of attracting owners to the event</p>

	<p>were mentioned. The Outreach Committee will take suggestions to continue planning.</p> <p><b>C. CCMA Follow-up</b>  JP attended 2 sessions, one about board governance and another regarding burnout and stress. He found a good sense of catharsis and camaraderie with other co-op representatives.</p> <p>Ming Kuo attended a session on co-op cultural alignment for staff which provided a lot of visuals she will forward. She also noted some ideas about recognition regarding exemplifying co-op ideals.</p> <p>Mel Weinstein noted that links for all the presentations will be available on the CCMA site and YouTube for six months. He will provide the links to the board. He noted one study on the pay disparity between genders for co-op GMs which was surprising.</p> <p>Calvin Wang added that one of the sessions he attended was regarding co-op response to the pandemic which provided some good suggestions and ideas.</p> <p>A general discussion about the co-op industry, competition, volunteerism, advocacy, ambassadorship, network organization, and history developed from the discussion regarding CCMA.</p>
<p><b>3. Consent Agenda</b></p>	<p><b>A. Public &amp; Private Minutes from May Meeting</b>  <b>B. Monthly Financials</b>  <b>C. GM Operational Update (MORe)</b></p> <p><b>Action Taken</b>  The board unanimously accepted the consent agenda as a whole.</p> <p>Ben noted his appreciation for the work Gary put into the MORe report. He noted he would like gross margin included and tracked over time added to the MORe report. There was discussion regarding sales goals. Ben asked why goals change week-to-week, Gary</p>

	<p>Taylor advised they are a set percentage over 2019. Any numeric trackable monthly updates for sales plans are helpful for board review. There was additional discussion regarding specific data and departmental profit margins.</p>
<p><b>4. GM Monitoring</b></p>	<p><b>A. Executive Limitation EL B1 – Financial Conditions</b> Some discussion of this report occurred when discussing the MORE report.</p> <p><b>Action Taken</b> The board unanimously accepted the report with the noted remediation plan.</p>
<p><b>5. Board Monitoring</b></p>	<p><b>A. Board Monitoring Report D4 – Monitoring GM Performance</b></p> <p>No discussion regarding compliance issues.</p> <p>The compliance of these policies will be evaluated in July 2021 with all other Board Monitoring policies.</p>
<p><b>6. Owner Loan Repayment</b></p>	<p><b>A. Owner Loan Repayment</b> The board discussed a report submitted by Gary Taylor prior to the meeting detailing the ability of the co-op to repay owner loans due for this year and next year. Carmen Doerr detailed the process for owners whose addresses have changed.</p> <p><b>Action Taken</b> The board unanimously approved the repayment of the loans as detailed in the report.</p>
<p><b>7. Committee Updates</b></p>	<p><b>B. Board Development Committee</b> JP reported five board members attended virtual CCMA events. JP advised there will be six board openings this year and is looking to determine how many board members are planning to run for re-election to identify recruitment needs. He noted the election packet should be out by late July due by August 15<sup>th</sup>. Voting would be open in September through the MOO. Discussion regarding term length rotations.</p>

	<p><b>C. Owner Outreach Committee</b> Ming reported she is taking on the chairpersonship of his committee. She noted a need for more outreach, accessibility of agendas and minutes, and establishing avenues of owner communication with the board. Looking at changes to the charter to reflect these areas of focus.</p> <p><b>D. Policy Committee</b> Ben reported the committee is still working on organization overall and looking into advice from Columinate regarding the staff treatment policy.</p> <p><b>E. Store Strategy Committee</b> Gary reported the committee has not met since the last meeting. Gary is working on setting a meeting time and cadence, potentially the last Tuesday of the month.</p>
<p><b>8. Board Admin</b></p>	<p><b>A. Treasurer’s Report</b> Calvin noted minor updates month-over-month.</p> <p><b>Action Taken</b> The board unanimously approved the Treasurer’s Report.</p>
<p><b>9. Closing</b></p>	<p><b>A. Next meeting June 14th, 2021</b> <b>B. Outreach Calendar Assignments</b> <b>Newsletter: JP Goguen RE: Election</b> <b>C. Other Assignments</b> <b>D. Check-out</b></p>
<p><b>10. Adjourned</b></p>	<p><b>At 8:00 pm by Ben Galewsky</b></p>