

For Public Distribution

Common Ground Food Co-op
Board Meeting Minutes
May 10, 2021
6:15 pm to 8:15 pm
Google Videoconference

Present: Jade Algarin, Lisa Bralts, Ben Galewsky, JP Goguen, Ming Kuo, Robert Taylor, Calvin Wang, Mel Weinstein

Absent: Taidghin O'Brien

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

Proceedings	
Meeting called to order	At 6:19pm by Robert Taylor
1. Preliminaries	<p>A. Guests/Owners Gary Taylor, General Manager Jeffrey Chandler, Minute Taker</p> <p>B. Public Comment None.</p> <p>C. Agenda Amendments None</p>
2. Board Study	<p>A. Common Ground Ends Per the board's decision last month, the Board opened discussion regarding the Ends. Robert noted he received some feedback, including some staff input. The board discussed the feedback received. There was discussion regarding how the cooperative movement is strengthened, whether it be through the fiscal health of the business, other endeavors, or a combination of both. It was suggested that moving the End geared towards fiscal health to fourth might lessen the emphasis on making profit as an End. It was noted by many though that without fiscal health, there would be not organization to pursue Ends, yet conversely, profit is not required to pursue Ends. The was consensus that the feedback received is more suited to changes in Executive Limitations rather than Ends. The feedback</p>

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	<p>called for more clear and transparent fiscal monitoring. Robert suggested the board meeting outside of a regular board meeting to discuss policies with the Policy Committee to increase understanding and comfortability.</p> <p>There was discussion regarding the fourth end regarding the food movement being equitable, robust, and sound, and how that applies to employees and employment structure and policies. Ben Galewsky noted he feels they are intertwined, whereas Ming Kuo feels the importance of staff treatment is central to the co-op and therefore deserving of its own End. JP Goguen also noted he feels it is a part of the first end regarding a vibrant, inclusive community. Ming would also like an End regarding staff to encourage participation in meetings Ends at all levels of employment, as opposed to being a part of the system which then supports the Ends, wherein she feels the employment piece fits more in the second End regarding strengthening the cooperative movement. Ming added the high turnover rate indicates that staff do not feel a sense of purpose, voice, and empowerment through the Ends. Ben cautioned against too much board involvement into operations and structure. Robert noted the staff treatment policy could include measures of engagement, satisfaction, and the like, but should not be included with the Ends. He further noted that the Ends are hard to measure, whereas the Executive Limitations provide specific measures within which the board can evaluate the GM.</p> <p>Through discussion potential small changes in language in three different Ends could help to promote the kind of employer the co-op would like to be. Alternatively, the Ends as a mission statement should not get overly complicated. Collectively, there is interest in a group forming to more closely look into Ends revisions.</p>
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<p>3. Consent Agenda</p>	<p>A. Public & Private Minutes from April Meeting B. Monthly Financials C. GM Operational Update (MORe)</p> <p>Action Taken The board unanimously accepted the consent agenda as a whole.</p>
<p>4. GM Monitoring</p>	<p>A. Executive Limitation EL B1 – Financial Conditions Gary Taylor noted the report is non-compliant due to lower-than-expected sales. Plans to return to compliance include maintaining stock of popular items, reducing stock that is not moving, incorporating “core set” marketing strategies from NCG, offering come back coupons for owners who have not recently shopped, owner appreciation days referral bonuses, marketing the radish rewards program, customer service training, cross-training, shrinkage tracking and reduction, labor cost control, inventory management, and equipment maintenance.</p> <p>Ming noted the recent trend of increased restaurant sales and asked how the store plans to mitigate the trend. Gary noted a 6% loss to restaurants was planned, but for the second half of the year, so while this was planned it is happening earlier than projected. Gary also noted their efforts to provide easy and quick cook at home options. Robert asked about the trend of supply train disruption, notably trucking, is impacting business. Gary confirmed a second distributor has been added, though they have similar shortages as the current distributor.</p> <p>Calvin asked for specific measures for tracking how these plans increase sales, Gary noted they have tracking systems planned. Owner loan repayment was discussed. Through discussion about accepting the plan for return to compliance it was noted that the timeline is not clear, and what metrics</p>

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	<p>will be measured to determine completion are not conveyed.</p> <p>Action Taken The board declined the report and requested clarity on the timeline and measurable outcomes to be submitted within one week, where it will be reviewed for a week by the board and then a vote on acceptance will be held electronically.</p>
5. Board Monitoring	None
6. Committee Updates	<p>A. Board Development Committee JP reported the committee did not meet, but they have plans to discuss the election. He advised he will provide the board with upcoming dates for Columinate development opportunities and CCMA.</p> <p>B. Owner Outreach Committee Ming reported the committee had exchanges via Google but are waiting to schedule a meeting.</p> <p>C. Policy Committee Ben noted the committee met and will have information to present next month.</p> <p>D. Store Strategy Committee The committee is currently on pause as leadership transitions to Gary. They hope to meet again in two months.</p>
7. Board Admin	<p>A. Treasurer's Report</p> <p>Action Taken The board unanimously approved the Treasurer's Report.</p> <p><i>Gary Taylor was excused.</i></p>
Executive Session Opens	
Executive Sessions Closes	
Closing	A. Next meeting June 14th, 2021

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	B. Outreach Calendar Assignments Newsletter: Robert to follow-up C. Other Assignments Check-out
8. Adjourned	D. At 8:56 pm by Robert Taylor