

Common Ground Food Co-op
 Board Meeting Minutes
 May 13, 2019
 6:15 pm to 8:15 pm
 Urbana First United Methodist Church, 2nd floor Parlor – Urbana, Illinois

Present: Magdalena Casper-Shipp, Margaret Johnstone, Kathleen Moreno, Marissa Stewart, Evelyne Tardy

Absent: Karen Carney, Charles Delman, Julie Zilles

Others Present: Gary Taylor, GM
 Lauren Hays, Staff
 Jeffrey Chandler, Minute Taker

Proceedings	
Meeting called to order	At 6:16 pm by Marissa Stewart
1. Preliminaries	<p>A. Guests/Owners</p> <p>Gary Taylor, GM Lauren Hays, Staff Jeffrey Chandler, Minute Taker</p> <p>B. Public Comment</p> <p>None.</p> <p>C. Agenda Amendments</p> <p>Magdalena noted she did not post the Election Packet, so that discussion will be moved to June 2019. Kathleen Moreno added a Treasurer Update with audit information, which was added to Board Admin.</p> <p>Action Taken</p> <p>The board unanimously approved the agenda amendments.</p>
2. Board Study	<p>A. Policy Change Discussion</p> <p>Magdalena reviewed the proposal submitted prior to the meeting. She noted an idea of Charles Delman's to add a sub-heading to the Ends</p>

	<p>regarding the workplace. The committee is looking for input regarding to which End it belongs, and whether the board can unilaterally change the Ends after just having voted to not review the Ends this year. She noted the addition to EL B1, which would require membership data formally.</p> <p>Additional proposed items would require the staff financial leader to review and confirm budgetary reporting and the GM to provide written documentation when making decisions to deviate from the budget.</p> <p>Anti-discrimination, anti-retaliation, and fair and consistent treatment policies for staff and customers were proposed. There were additional suggested revisions to policies regarding feedback, communication, policy access, and staff treatment and reporting.</p> <p>Magdalena noted a debate on the committee regarding the GM emergency successor's eligibility to run for and serve on the board, and how that might affect their board seat if serving as GM.</p>
<p>3. Consent Agenda</p>	<ul style="list-style-type: none"> A. Public Minutes from April Meeting B. Private Minutes from April Meeting C. GM Operational Update (MORe) D. Resignation – Yusuf Hermes <p>Action Taken The board approved the consent agenda as a whole. Margaret Johnstone abstained due to absence in April.</p>
<p>4. GM Monitoring</p>	<ul style="list-style-type: none"> A. Executive Limitation B1 – Financial Conditions <p>Gary Taylor reported non-compliance on this report, but reviewed the figures with comparisons to prior periods. Gary noted efforts to revamp grocery and deli to help boost their sales goals, including visual merchandising, advertising, pricing, and accountability. Gary</p>

	<p>also discussed plans to participate in local events for exposure.</p> <p>Action Taken The board accepted the report with acknowledgement of non-compliance.</p>
<p>5. Board Monitoring</p>	<p>A. Board Process C3 – Agenda Planning This was an additional monitoring because the previous report was not in compliance due to reports not being submitted 7 days prior to the meeting. General discussion about improved performance, but not compliance.</p> <p>Action Taken The board accepted the report with acknowledgement of non-compliance.</p>
<p>6. Committee Reports</p>	<p>A. Board Development Committee Magdalena noted the committee was not in agreement in regards to the vacancy on the board, so the committee has not provided a recommendation. Magdalena noted she is torn between letting the seat sit empty until the September election, or to appoint someone. Debate on the committee regarding who they might suggest to appoint. There was a suggestion to have a staff member be appointed to the open seat, as they would be eligible and might help to test the staff board member position, specifically nominating Colin Dodson. Marissa surveyed those present for their opinions, which were generally in favor of asking Colin Dodson.</p> <p>B. Owner Outreach Committee Evelyne noted the committee met to recap the FinMOO, which they think went well. The committee also discussed tabling, and wants to open up options to include the current</p>

	<p>Friday before the meeting, but also other appropriate opportunities to interact with the community.</p> <p>C. Policy Committee The committee referred to Board Study.</p> <p>D. Visioning Working Group Karen Carney provided a report prior to the meeting.</p>
<p>7. Board Admin</p>	<p>A. Board Vacancy</p> <p>Action Taken The board unanimously moved to appoint Colin Dodson to fill the vacant board seat.</p> <p>Action Taken The board unanimously moved not to fill the Vice President’s office until new officers are elected.</p> <p>B. Treasurer Report Kathleen provided and briefly reviewed the FinMOO presentation and audit information.</p>
<p>8. Lease Update</p>	
<p>9. Staff Feedback</p>	
<p>9. Staff Feedback (continued)</p>	<p>Action Taken The board authorized Marissa Stewart to have a feedback discussion with Gary one-on-one.</p>

10. Closing	A. Next meeting June 10, 2019 B. Outreach calendar assignments Tabling June 7th: Julie and Magdalena Newsletter: Kathleen and Karen C. Other assignments D. Check-out
Meeting Adjourned	At 8:06 pm by Marissa Stewart