

MINUTES

FBFC Board of Directors Meeting 2-21-19

Meeting started at 5:33 pm and ended at 7:59 pm.

Board members present: Josh O’Conner (Co-President), Bob LeRoy (Treasurer), Adam Bowers (Treasurer-Elect), Jennifer Heeder (Secretary) via phone, Kelly Fain, Josh Littlejohn, Danielle Goldstein, Ashley See

Board members absent: Pauline Heyne (Co-President), Veronica Sotolongo (Vice President), Stephanie Swepson-Twitty has resigned from the Board.

Others present: Bobby Sullivan, General Manager (GM); Sage Turner, CFO; Jean Karpen, Board assistant; Owners – Rusty Sivils

Meeting Summary:

- Monitoring Reports reviewed and approved – A and B1
- Board retreat recap
- Annual meeting planning – date is June 5, 2019
- Feb 5th Meet & Greet recap
- Diana Davidson appointed to fill Board vacancy
- Begin updating Board application
- Executive Session to discuss personnel

Calendar Dates:

- March 8 – 10 – Organic Growers’ School

Approve agenda: Approved as printed.

Approve minutes of 1-17-19 approved as presented.

Owner Comments: Rusty – has been volunteering with Brother Wolf and encourages everyone to volunteer, if you have time.

Ashley – Idea to consider – the Durham food coop has created a set of “buttons” for staff to wear – buttons indicate preferred identity pronouns.

Jean & Danielle will be absent for April Board meeting. Follow up at March meeting for possible rescheduling.

Monitoring Reports: A Ends Policy and B1 Financial Condition and Activities were reviewed. Bobby and Sage answered several questions about financial reports. Both reports were approved.

Request that all Board members be notified of scheduled meetings of the Finance Committee.

Retreat recap: Notes are in the retreat folder.

Aspects of the retreat we liked & want to keep:

- Team-building activity/outdoor activity/personal interaction
- Flow of the day went well
- Food – thanks to Clare!
- No outside facilitator – This Board did a good job without a facilitator.
- Good to have an indoor space

Aspects of the retreat we didn’t like / need to improve / need to eliminate

- Need better directions to unfamiliar location
- We tend to put off planning
- Schedule during warmer weather, if at same or other outdoor location.
- Consider August or September so newly elected Board members can attend.
- Venue – could have used a table in the room

General – Adam will collate marketing ideas from retreat and send to Clare. Notes are in the retreat folder.

Annual Meeting: Wednesday, June 5, 2019

- Several venue suggestions were made. Josh O will contact Veronica with venue suggestions.
- Meeting should preferably be held close to the co-op. Otherwise, consider providing a shuttle.
- Provide quality child care and include an aspect of child education to encourage young families.
- Make sure adequate parking is available.
- Consider a performance of some sort.
- Suggestion to make it more of a celebration rather than strictly business. This is the trend now.
- Priorities – parking, childcare, fun!

Feb. 5 Meet & Greet:

- Thought it went well, good turnout, good set up, good flow, good vibe, well thought-out.
- Consider doing something like this more often, possible quarterly, on a set schedule (ex. 10th of the month, 4th Friday). It's a social dimension we have been lacking.
- Have someone greeting attendees during the entire event.
- Feedback sheets on the wall were well-received. Many comments made!
- Jean will collate and post information on the feedback sheets.
- There were parking issues with it being on the 5th of the month (5% discount day).

Elections and Nominations:

- Diana Davidson was appointed to fill Stephanie's term (ending July 2019). Josh O will contact Diana.
- Bobby will make sure the application is properly available on the website.
- Board application needs to be updated. After brief discussion of possible changes, it was agreed that all will make suggestions for updates. Josh O will upload the application to Google Docs for input from all.
 - Examples: merge questions 4 & 6, eliminate or reword #7.
- All Board members are asked to comment on what your preferred answer to each question would be.

Executive Session to discuss personnel

CDS contract: No action

Agenda items not covered or unfinished:

- Set annual meeting location

Next meeting will be March 21, 2019 at 5:30 pm.

Jean Karpen, Board Assistant