

MINUTES

FBFC Board of Directors Meeting 3-19-2020. This meeting was held online via Zoom during the Covid-19 pandemic. Buncombe County is under a “stay home” order.

The February Board meeting was canceled due to inclement weather.

Meeting started at 5:32 pm and ended at 7:35 pm.

Board members present online: Pauline Heyne (President), Ashley See (Vice President), Adam Bowers (Treasurer), Paul Schulman (Secretary), Jennifer Heeder, Josh Littlejohn, Danielle Goldstein, Josh O’Conner, Zan Naar, Christa Hamilton.

Board members absent: none

Others present: Bobby Sullivan, General Manager (GM); Jean Karpen, Board assistant

Meeting Summary:

- GM report and update on current situation
- Monitoring Reports approved: A Ends Policy and B1 Financial Condition
- Elections & Nominations committee report
- Retreat discussion

Approve agenda: Approved as presented.

Approve minutes of 1-16-2020 approved as presented.

Owner Comments: none

GM report and discussion of the current situation:

- Temporary store open hours are 11 to 6.
- Hot bar & salad bar are closed.
- Bulk room is currently closed. We are pre-bagging bulk items and plan to fill customer orders.
- We have moved to online special orders.
- We are repurposing areas as needed and shifting workers to cover needs.
- Our focus is on protection of staff and the public. Want to make sure staff stays paid.
- Kudos and thanks to Bobby & the staff for their great work in making the best of this situation.
- Questions - How long can we close & still be viable? GM – don’t know. We’re in good shape now. Where does this put our expansion plan? GM – in a way, it’s potentially ramped up. Can expansion loans be transferred to other needs if needs arise? GM – so noted. Question – Do you have need for volunteers in the store (bagging bulk items, other)? GM – it’s possible.

Monitoring Reports:

B1 Financial Condition and A Ends Policy – approved.

Brief discussion about possibilities for the near future if the situation becomes worse. If we had to close the store, we could do business out of the warehouse. Adam – would like to know what it would look like if we had to close for a month or more. Would like to see numbers. GM is requested to update the Board about this.

Elections and Nominations:

Board application:

- We have been working on revision. It is essentially ready and will soon be posted.

- Discussion about whether Board applicants need to have an ownership in their name. There has been a lot of variance about this over the years. This is an opportunity for us to codify the “rules” of ownership (individual? household?). We may need to clarify this in the bylaws. Also, we have never codified the terms for scholarship ownership.
- Want to make sure financial need is not a barrier. Make sure applicants know we will work with them to figure it out – make sure they have an ownership.
- Need to clarify that only one person per household can be on the Board.
- No decision tonight. Needs further thought and discussion.
- Board agreed to have Ashley add to the application a broad question about “any barriers at all to being on the Board.”
- Ashley will take all information, finalize the application and send to Bobby for posting.

Ashley has created a list of FAQs (for potential applicants) to be added to the website – if there are any amendments to that, please send to Ashley and she will finalize & get that document to Bobby for posting.

Board recruitment:

- Suggestion to plan out the next 3 months – give Bobby a list or schedule of what we want in terms of recruitment for the next few months – emails, Instagram, frequency of notices, etc.
- Paul offered to set up an after-business-hours Zoom meeting for Board & potential applicants.
- May 13 is the deadline for applications. There will be 3 seats open.
- Board agreed to host 2 of these online sessions in April.
- Ashley will take the lead in planning the sessions. Jennifer volunteered to help.
- Deadlines for postcard mailings are approaching and there will be additional info for the annual meeting, so watch for emails about those things.
- We may need to talk about what happens if we are not able to hold the annual meeting as usual.
- Ashley will keep us informed on all deadline dates and when decisions need to be made.

Retreat discussion: Pauline will take the lead on this. (Bountiful Cities has not responded about a service project.) Suggestion to find some readings/information to share & read together. Before the next meeting, Pauline will try to find writings online to distribute. Request to make sure this is doable – not too much at one time. Suggestion to leave open the option for digital volunteering.

Expansion: GM proposes that we continue monthly calls with the GM, the Executive committee & include Sage. Provide a written summary of the update information for the entire Board. It’s important for all Board members to be informed on all aspects. If Board members have questions, send to any Executive committee member to address on monthly call. Suggestion to have either Jean or Paul take notes for reporting to the Board.

Agenda items not covered or unfinished:

- Clarification of “rules” of ownership, especially regarding application to the Board

Additional items for next month’s agenda:

Next meeting will be April 16, 2020 at 5:30 pm.

Jean Karpen, Board Assistant