

## MINUTES

FBFC Board of Directors Meeting 12-19-19

Meeting started at 5:32 pm and ended at 7:58 pm.

**Board members present:** Pauline Heyne (Co-President), Josh O’Conner (Co-President), Adam Bowers (Treasurer), Jennifer Heeder (Secretary), Danielle Goldstein, Ashley See, Paul Schulman.

**Board members absent:** Josh Littlejohn, Zan Naar, Christa Hamilton

**Others present:** Bobby Sullivan, General Manager (GM); Clare Schwartz, Outreach Coordinator; Jean Karpen, Board assistant

### Meeting Summary:

- Board Retreat this spring, details TBD
- Board officer roles defined
- Board officers for this year elected
- Discussion of Elections/Nominations timeline
- Monitoring reports B1 and B3 reviewed and approved
- Discussion - reflections on 2019, goals for 2020

### Calendar Dates:

- Quarterly owner sales will continue
- Jan 22 – Owner sale – Bulk items
- Jan 26 – store closing at 6:00 pm. Staff party, 6:30 pm, location TBD

**Minutes of** October 17, 2019 and November 21, 2019 approved as presented.

**Staff Party:** Clare will take care of food. Christa will plan other aspects. Board members will help with set up and break down, pouring drinks, etc. Please email Christa with ideas/suggestions.

**Owner Comments:** Ashley See – Idea - provide a space for reusable bags if possible (for shoppers to leave extras/take what they need). West Village market participates in TerraCycle. Is there a way we can partner with them on this? Clare will follow up and get back to Board. She is working on ideas for dealing with our trash stream. Clare is planning major partnership with Asheville Greenworks in 2020 regarding these issues.

### Board Retreat:

- Decision was made to have a half-day retreat this spring.
- Pauline will send a Doodle Poll with dates between mid-March and mid-May.
- There was general agreement to do some sort of service project for approximately 2 hours and then 2 hours of discussion/strategic planning.
- Possible discussion topics:
  - How to build community with the idea of service projects.
  - GM suggestion– imagine the space and lay out of the co-op expansion project. Board look at overall view of how we will lay out the store and how that relates to Ends policy.
- Think about what are community projects we can start now that will be ongoing years from now? Clare will be challenging Board members be leaders in serving the community.
- Suggestion to commit to a service project each season. This would also be a team building activity. It was suggested that we include owners and possibly staff as well. Suggestion to have two or three board members sign up for each quarter and take the lead in planning.
- Suggestion for the annual meeting - propose four (or more) possible projects and let owners choose. This would be a way to incorporate Rusty's 1% proposal.
- Service projects would support our ends policies on Education and Community through partnerships.

- Keep this topic on the agenda!
- Send ideas for service projects/partnering organizations to Pauline. She will compile a list for voting.

#### **Board Officer Roles:**

- Pauline created a document “2019-2020 Proposed Board Officer Role Descriptions.” Add a reference that Board officer roles are addressed in Policy C6. (Done) Motion was made and seconded to approve the document as presented. Motion approved.
- Motion was made and seconded, and approved to elect the following officers:
  - President – Pauline Heyne
  - Vice President – Ashley See
  - Secretary – Paul Schulman
  - Treasurer – Adam Bowers
- Our bylaws require a Secretary. Paul will serve as Secretary and will function as Assistant Treasurer.

#### **Board Elections and Nominations timeline:**

- Ashley will serve as chair of this committee.
- Board agreed to move the date for the legal notice draft to March.
- Ashley will send a Doodle Poll to set the date for the annual meeting on a weekday evening sometime between mid-May and Mid-June. Time of the meeting will be approximately 5:30 to 7:30.
- Board will set the meeting date at the January Board meeting.

**Monitoring Reports:** B1 Financial Condition and Activities – approved. Finance committee has requested references from potential auditing firms. Decision will likely be made at the next meeting.

B3 GM Succession – approved.

#### **Reflections on 2019, goals for 2020:**

- Pauline – 2019 - 3 new energized Board members. 2020 - Need more information about expansion project. Request from GM a timeline for the expansion project.
- Paul – curious about funding for expansion, how I will plug into finances.
- Adam – want to see a budget for the expansion project.
- Ashley – 2019, learning how this Board works & how I fit in. 2020 – how to integrate more action. Want all of us to feel empowered & knowledgeable about all aspects of the co-op and our Board work.
- Bobby – 2019, in awe of how relevant the co-op has become in Asheville. The city is changing, and people are looking for something that is authentically Asheville. 2020 - plan to set up regular meetings with Board, Sage, and Admin team regarding expansion.
- Clare – having Mikey as Front-End Manager has changed my life – I can finally do what I’m supposed to do. I will focus on making sure needs of store are met during expansion.
- Jean – expressed appreciation for the Board members, their dedication and intelligence.
- Josh O – 2019 – I’ve enjoyed this year as pivotal transition in the Board. 2020 - need to streamline process for integrating new Board members. We’ve improved a lot on this and need to continue.

#### **Additional items for next month’s agenda:**

- Set dates for Board retreat and Annual Meeting
- Keep on the agenda discussion of potential service projects

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

Jean Karpen, Board Assistant