

## MINUTES

FBFC Board of Directors Meeting 1-21-2021 This meeting was held online during the Covid-19 pandemic.

Meeting started at 5:35 pm and ended at 7:39 pm.

**Board members present:** Pauline Heyne (President), Adam Bowers (Treasurer), Paul Schulman (Secretary), Jennifer Heeder, Danielle Goldstein (RaMa), Josh O’Conner (Peyton), Christa Hamilton, Andrea Burkins, Scott Campbell, Kylie Hulver, Terra Marshall

**Board members absent:** none

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

### Meeting Summary:

- Introductions to acquaint new Board members and established Board members
- GM report & store update
- Review Policy Governance Calendar for 2021
- Review of CBLD programs and discussion of Board retreat
- Decision to use Columinate (consultants) a-la-carte
- Discussion of options for 2021 Annual Meeting and Board elections timeline – decision to move Annual Meeting to September for 2021 and beyond, with elections completed in October
- Board officer elections in March
- Executive session

### Calendar Dates:

- March 1 – store hours to be extended to 8 pm
- March – next truckload sale
- 10% off Department sales for owners - weekly on Thursdays through first half of the year

**Approve agenda:** Approved as presented.

**Approve minutes of 12-17-2020** Approved as presented.

### GM Report:

- Ready to go ahead with permit process for Phase 1B of expansion (warehouse)
- Expect new check out area to be ready by mid February
- Webstore & curbside are going well
- Plan to focus on staff development this year

**No Monitoring Reports this month**

**Policy Governance Schedule:** Updated/revised schedule is posted in Drive.

### Annual Meeting & Board elections for 2021:

- After discussion, the Board agreed to move the Annual Meeting and Board elections to the Fall (probably mid to end of September) for 2021 and beyond.
  - This will require a bylaws change.
- Plan for a virtual meeting again in 2021.
- Suggestion to release an update to owners in spring (April) after the budget is finalized.
  - Bobby will prepare a financial statement re 2020 to distribute to owners in April.

## **CBLD opportunities/Board Development:**

- This may be an opportunity to commit to our own training/personal growth as Board members. May tie in with enrollment in Columinate.
  - Think about what an annual Board retreat might look like this year.
  - Could do small-group sessions (3 people) to discuss a particular reading or topic, with only one new Board member in each group
  - Could do retreat-like segments on Zoom – for an hour or two (retreat style meeting to go over readings).
  - Each Board member commit to doing at least one training through CBLD or read a book.
  - Keep discussion going – share resources, ideas for topics
  - Suggestion – take 5 min of each Board mtg for a “go-around” to share what we are learning about Board governance, obligation, how to make it better. Suggestion to have firm dates regarding training & reporting to the group.
  - Suggestion to keep this topic on the agenda as we decide how to proceed
  - Meet quarterly for an hour.
- Discussion of whether to re-enroll in Columinate - General agreement is to use their resources a-la-carte.

## **Board Officer Elections:**

- Review and explain officer roles in February
- Hold officer elections in March

## **Executive Session**

**Agenda items not covered or unfinished:** none

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

- Detailed look at expansion project
- Review officer roles
- Future agenda – Continue discussion of Annual Meeting and Board elections

**Next meeting will be February 18, 2021 at 5:30 pm.**

Jean Karpen, Board Assistant