

MINUTES

FBFC Board of Directors Meeting 4-15-2021 This meeting was held online during the Covid-19 pandemic.

Meeting started at 5:34 pm and ended at 7:30 pm.

Board members present: Paul Schulman (President), Adam Bowers (Vice-President), Josh O’Conner (Peyton) (Treasurer), Pauline Heyne, Christa Hamilton, Andrea Burkins, Scott Campbell (left prior to GM reporting), Kylie Hulver, Terra Marshall

Board members absent: Jennifer Heeder (Secretary), Danielle Goldstein (RaMa)

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

Meeting Summary:

- Monitoring Report B5 Treatment of Customers approved
- Expansion update
- Board roles reviewed
- Discussion of date for Annual Meeting and elections
- Discussion of how to engage owners
- Sharing/discussion “What is important to each of us?” and work focus ideas for the next year

Calendar Dates:

- April 22 – Earth Day – Sales in produce and bulk
- April 17, 24, and 25 – Co-op Café, sponsored by NCG (National Cooperative Grocers)

Approve agenda: Approved as presented. During the meeting, additional time was allotted for discussion of Board Roles.

Approve minutes: Minutes of 3-18-21 approved as presented.

Monitoring Reports: B5 Treatment of Customers was approved with correction of the date and the addition of customer comments.

Expansion Update:

- Planning to start the warehouse project in September.
- New front end area should be operational very soon! Current thinking is, when the new front-end is completed, we will temporarily move the Bulk section to the old check-out area and lower the floor in the bulk room. That will allow us to put a foundation in that part of the building and, hopefully, save money by not having to replace that section.
- Along with the set-up of the new front end, we will have a major upgrade of the network.

Miscellaneous:

- Brief discussion of how to organize owner comments that come electronically. No decisions.
- Suggestion to have a celebration of some sort for the opening of the new Front End.
- Appreciation to Bobby, Clare, and the staff for always choosing safety first through this pandemic.
- Staff may need Board support to respond to shoppers with complaints about policies (such as masks).
- Paul will draft a note of appreciation to staff for handling the front lines, enforcing masks mandates & other safety measures and to offer to Board support, if needed, as appropriate.

Defining Ownership: At the May meeting, this working group will present proposals with options for codifying a definition of FBFC ownership. Board will discuss options, decide which options to pursue, look at potential bylaws changes, and any other considerations that may arise.

Board Roles:

- Elections committee - suggestion to schedule a “training” meeting for new committee members.
- Board agreed to have the Executive Committee take on Communications role, particularly keeping the website person informed of Board actions or decisions to be posted.

Annual Meeting and Board Elections:

- The Board is considering a change in the bylaws regarding the timing of the Annual Meeting. Board agreed that Fall (likely October) would be a better time.
- Paul will draft an email to owners to announce a virtual special meeting to consider this change in the bylaws.
 - Could set it up as a Zoom webinar with a poll or send out a Google Form for responses/votes.

Engaging Owners: General discussion about the possibility of setting up an owner Facebook group, or something similar, to hear what owners have to say.

- Consider that this would add to the workload for Board members.
- Suggestion to offer an online group as a pilot so we can see how it goes.
- Could “survey” owners to find out how/if they want to be engaged in some way.
- Keep in mind recruiting new Board members.
- “Owner Engagement” was added to Board roles. Andrea will take on this role.
 - Andrea, Paul, and Clare will confer and brainstorm ideas before the May Board meeting.

Discussion/sharing – General discussion with each person sharing – what excites us about serving on the Board, what the co-op means to us, what we are interested in focusing on.

- Focus on relationships (among Board, with owners, and with staff), show gratitude to staff - acknowledge that they are the ones handling the front lines.
- Suggestion to have the Board put out a monthly message (email or social media) – could address things we want to accomplish, contain a message honoring an employee, or other topic of interest.
- Pauline will start with a message for April, and Terra will create a message for May.

Agenda items for next month:

- Defining Ownership – discuss proposals from working group.

Next meeting will be May 20, 2021 at 5:30 pm.

Jean Karpen, Board Assistant