

MINUTES

FBFC Board of Directors Meeting 11-18-21 This meeting was held online during the Covid-19 pandemic.

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

Board members present: Paul Schulman (President), Adam Bowers (Vice-President), Josh (Peyton) O'Conner (Treasurer), Christa Hamilton, Andrea Burkins, Kylie Hulver

Board members absent: Scott Campbell, Terra Marshall

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

Meeting Summary:

- Monitoring reports B1 and B3 reviewed
 - B1 approved
 - B3 resubmit in December
- Board elections postponed – no date set as yet
- Dec. Board meeting will take place Dec. 16.
- Executive Session

Calendar Dates: Finance Committee meeting – 3 pm Friday, Nov. 26

Approve agenda: Approved as presented.

Approve minutes: Minutes of 10-21-21 approved as presented.

Monitoring Reports:

B1 Financial Condition and Activities – reviewed. Motion to approve B1; motion passed.

B3 – Asset Protection – reviewed. Hold on approval until data on p.7 is corrected.

- Discussion about whether to have a review or a full audit. Adam suggests an audit should happen at least every 5 years. Board is responsible for setting up the audit. Continue discussion of audit in Dec. We should also set a policy for frequency of audits. Having an audit is part of our membership agreement with NCG.
- We need to look at ownership drives again. Doing a continuous drive (rather than focused drives in April & October) didn't work well this year.
- Bobby will correct data on p.7 and resubmit B3 in Dec.

Board elections: Board elections are postponed for now. The Board discussed potential recruitment plans as well as use of social media to spur interest in running for the Board. Ideas included setting up a co-op 5K race to raise awareness about the co-op.

Kylie will contact applicants to acknowledge receipt of application and give information about the election.

Executive Session

Agenda items not covered or unfinished: Monitoring Report B3

Additional items for next month's agenda:

- Discuss audit and policy for frequency of audits.

Next meeting will be Dec. 16, 2021 at 5:30 pm.

Jean Karpen, Board Assistant