

MINUTES

FBFC Board of Directors Meeting 4-21-22 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: Adam Bowers (President), Josh (Peyton) O’Conner (Treasurer), Christa Hamilton (Secretary), Andrea Burkins, Terra Marshall

Board members absent: Kylie Hulver (Vice-President), Paul Schulman, Scott Campbell

Kitty Love was appointed to the Board at the March meeting and will begin service with the May meeting.

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

Meeting Summary:

- Monitoring Report B5 Treatment of Customers approved
- Board webpage reviewed
- Changeover to Google Workspace is in progress
- Board development – discussion of book “Subtle Acts of Exclusion”
- Ownership fee structure approved
- Committee check-ins
- Executive Session

Approve agenda: Christa moved to approve the agenda. Terra seconded. Motion passed.

Approve minutes: Andrea moved to approve the minutes of 3-17-22. Christa seconded. Motion passed.

GM Report:

Monitoring Report B5 Treatment of Customers

- Customer comments are now received online. Use of online comments increased significantly from 2020 to 2021.
- Christa moved to approve B5. Andrea seconded. Motion passed.
- Customer survey is being updated. Bobby requests that Board members submit suggestions, particularly if you want to see questions regarding Board business.
- May want to add the new ownership fee structure (to be voted on later in this meeting) to this report for next year to have a record of when the new policy took effect.

Expansion update: Suggestion to have Sage set up a tour for the Board.

Board webpage: Board members are asked to submit updated webpage information and photo by May 19.

Google Workspace:

- The Board discussed how to best administer Google Workspace.
- We will eventually move to all communication through our co-op emails.
- Peyton will send all updated email addresses to Amy for posting on the website.
- Would like to have this transition to Google Workspace completed by the May meeting.

Board development – discussion of book “Subtle Acts of Exclusion” last two chapters (9 & 10).

Board members agreed we would like to continue this type of Board development and are asked to bring to the next meeting suggestions for another book. Andrea suggested we publicize our development/reading choice to staff and owners and invite them to join in our discussions.

Brief discussion of how often the Board would like to communicate with owners and suggestion to look at setting up a regular schedule of communication from Board to owners. Andrea offered to help facilitate.

Ownership fee structure:

At the March Board meeting, the committee working on this topic recommended the following options for ownership:

- \$12.50 per year, paid over a period of up to 20 years
- \$25.00 per year, paid over a period of up to 10 years (current set-up)
- \$250.00 paid upon application for a fully paid ownership

Terra moved to adopt the proposal; Andrea seconded. The motion was approved.

Concerning DUFB (Double Up Food Bucks) participants, it was suggested that we create a fund to pay for ownerships for those participants. (Participants could apply annually.)

Andrea, Terra, and Christa will work together on designing a promotion for such a fund. All Board members are welcome to join this working group.

Committee check-ins:

- In-person Board meetings – discuss further/decide next month. Adam will follow up with those not present tonight.
- Adam will check with Paul to see if auto-reply has been set up.
- Testimonials are still in process. Suggestion to create a folder for testimonials in Google Workspace.
- Research the date FBFC moved into its current space – still researching.
- Can we include on receipts “...you saved \$.....” – still checking.

Executive Session

Agenda items not covered or unfinished: none

Additional items for next month’s agenda:

- New book for group reading.
- Plan for how Board wants to set up regular communication with owners - frequency of communication, general updates, annual meeting info, etc.
- Decide about in-person meetings.
- Report from working group on fund for DUFB participants.

Next meeting will be May 19, 2022, at 5:30 pm.

Jean Karpen, Board Assistant