

MINUTES

FBFC Board of Directors Meeting 01-19-2023. This meeting was held online during the Covid-19 pandemic.

Meeting started at 5:37 pm and ended at 7:42 pm.

Board members present: Adam Bowers (President), Christa Hamilton (Secretary & Treasurer), Kylie Hulver, Andrea Burkins, Terra Marshall, Clare Schwartz, Laura Ann (Lulu) Edmonds

Board members absent: Kitty Brown (Love), Jerome Smith

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

Meeting Summary:

- GM FYI report reviewed
- Board development – “Cultivating Food Justice” chapters 5 & 6
- Ownership scholarship campaign
- Staff Party
- Miscellaneous check-ins & updates
- Executive Session

Approve agenda: Kylie moved to approve the agenda. Motion was seconded by Christa and was approved.

Approve minutes: Christa moved to approve the minutes of 11-17-2022. Motion was seconded by Terra and was approved. There was no business meeting in December.

Owner Comments:

- Kylie expressed appreciation that we are donating food scraps to the Appalachian Wildlife Refuge. Thanks to Dyllan for that!
- Clare asked if the Board ever responds to owner comments. Adam: “No, not in the moment.” If there’s an issue presented that the Board needs to respond to, we would confer and make a decision about it before responding. Bobby reminded all that the Board should speak with one voice.
- Terra loves all the new products in the store!

GM Reporting:

- Prior to the meeting, Bobby submitted an FYI report with store updates, addressing each of the main areas of our Ends Policy – Products, Education/Outreach, Financial Health, Staff Environment, and Community.
- Bobby reminded Board members to submit questions about reports 24 to 48 hours prior to the Board meetings.
- Bobby sent a test email to the general Board email address. Not everyone received that email. Need to decide if we want public emails to go to all Board members or just to the exec committee.
- CBLD 101 (Cooperative Board Leadership Development) training from Columinate is highly recommended for all. Training sessions are held quarterly.
- Plans for this year include expansion of the bulk room.
- Clare asked how the Loyalty Bot is working. The Loyalty Bot generates incentives, such as coupons, and send them to shoppers via email. It seems to be working well. We are getting professional help to see what we can do to stimulate it more.

Board Development: Discussion of the book “Cultivating Food Justice” chapters 5 & 6.

Ownership Scholarship Campaign:

- Donations to the campaign in November and December totaled \$1119. The Board will match that amount for a grand total of \$2238.
- This fund will pay ownership fees for anyone who participates in the Double Up Food Bucks (DUFB) program and wants to become a co-op owner.
- Christa suggested that we make it an annual campaign around the end-of-year holidays.
- Discussion of how to engage those who qualify.
 - Notify DUFB folks first. Have them contact the co-op to accept the offer of ownership.
 - Mass email to the entire email list to explain what we’ve done with this program.
 - Christa & Andrea will meet to craft language for these communications.
 - Bobby will research a way to notify DUFB participants at the register & ask if they are interested in becoming an owner through this program.
- It was suggested that, after we pay for these ownerships, we donate that same dollar amount to a local nonprofit organization that deals with getting food to folks in need. There is general support for this idea going forward; however, since this was not part of the program when it was first introduced, implementing it now could be confusing to those who contributed.

Staff Party:

- Suggested date is March 19, at LaZoom. Christa will do more concrete planning. Other committee volunteers are Terra, Clare, Lulu, and Dyllan.
- Bobby will get a budget number to the party committee by mid-February.

Miscellaneous check-ins & updates:

- DEI Committee is now JEDI (Justice, Equity, Diversity, and Inclusion) Committee. The committee members, Bobby, Christa, and Kitty met recently.
 - Because this committee works for the Board, the Board needs to decide what it wants the committee to do. Areas to consider include:
 - Marketing/community outreach/owner engagement
 - Sponsorships & donations
 - JEDI training is needed by the whole Board – consider bringing in a consultant to help the Board understand what is needed at the Board level. Consider a retreat for focused work on this topic.
 - Clare, Andrea, and Terra will join the committee. Consider opening work/discussions to owners.
 - Next step – meet to discuss options and bring a recommendation to the Feb. meeting.
- Newsletter – discuss at the February meeting – theme for the March newsletter, what to include.
- Finance Committee – Bobby & Adam will confirm the date for the next Finance Committee meeting & will notify Board. Discuss patronage rebate at the February Board meeting.

Executive Session

Next meeting will be February 16, 2023, at 5:30 pm. (February Meeting date was changed to the 23rd.)

Jean Karpen, Board Assistant