

DRAFT MINUTES

FBFC Board of Directors Meeting 3-16-2023. This meeting was held online during the Covid-19 pandemic.

Meeting started at 5:37 pm and ended at 7:40 pm.

Board members present: Adam Bowers (President), Christa Hamilton (Secretary & Treasurer), Andrea Burkins, Terra Marshall, Kitty Brown (Love), Clare Schwartz, Jerome Smith, Laura Ann Edmonds

Board members absent: Kylie Hulver

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

Meeting Summary:

- Board officer elections
- Board Development – discussion – Cultivating Food Justice
- Discuss the possibility of appointing additional Board members
- Miscellaneous check-ins & updates

Approve minutes: Andrea moved to approve the minutes of 2-23-23. Terra seconded and the motion was approved.

Approve agenda: The GM was not present at the beginning of the meeting, so the Board agreed to move the monitoring report and other GM reports to the April meeting. Andrea moved to approve the 3-16-23 amended agenda. Christa seconded and the motion was approved.

Owner Comments: Several Board members commented that bananas from the co-op don't ripen well.

Clare expressed concern over the closing of one of the bathrooms. Could we plan to make it a walk-in, two-stall bathroom? Andrea – some customers may be taking advantage of the bathroom. It would be safer, given the high traffic downtown, to have 2 bathrooms. Terra – is it a security issue? Christa – Consider keeping the door locked and having a key available at the register.

Adam will ask Bobby to give the Board an update on the bathroom layout changes, what are the codes involved, and what is the thinking behind this change. The Board will then give feedback.

Board Officer elections: Adam briefly reviewed each officer's responsibilities.

The following were elected unanimously:

- President.....Christa Hamilton
- Vice-President.....Andrea Burkins
- Secretary.....Clare Schwartz
- Treasurer.....Terra Marshall

Board Development: Discussion of Chapters 9 & 10 of the book "Cultivating Food Justice"

Discussion of appointing additional Board members: Christa will research possibilities. Board members who are appointed will serve until the next election cycle at which time they will be on the ballot for election.

Points to consider:

- Are there gaps in our skill sets?
- Should we look at previous applicants?
- It would be good to have someone who is good with policy, legal issues, and/or management.
- Lean Boards work well.

Miscellaneous updates and check-ins:

- Staff Party – Christa and Terra are doing the final planning. Bobby will send a reminder email.
- DUFB – The system is in place at the cash register to start accepting applications for scholarship ownerships. An email explaining the program was sent to DUFB participants this week.
- JEDI – (Justice, Equity, Diversity, and Inclusion)
 - Christa will send information about a Zoom webinar offered by Columinate. Board members should let Bobby know if you're interested in attending.
 - Need to look at our policies.
 - Look at where we're putting donations.
 - Consider planning an outreach event (cooking, contest, gather recipes). Clare will help with this.
 - Kitty will take the lead on this committee and will set the next meeting date & invite the Board.
- Board newsletter – hold until we have an expansion update.

Agenda items not covered or unfinished: Monitoring Report B2 Planning and Budgeting, Business Plan and update, Budget Summary

Additional items for next month's agenda: Discuss issues of having only one bathroom accessible now.

Next meeting will be April 20, 2023 at 5:30 pm.

Jean Karpen, Board Assistant