

DRAFT MINUTES

FBFC Board of Directors Meeting 4-20-2023. This meeting was held online via Zoom.

The meeting started at 5:36 pm and ended at 7:20 pm.

Board members present: Christa Hamilton (President), Andrea Burkins (Vice President), Clare Schwartz (Secretary), Terra Marshall (Treasurer), Adam Bowers, Jerome Smith, Nick Fury

Board members absent: Kylie Hulver, Kitty Brown (Love), Laura Ann Edmonds

Nick Fury was appointed to the Board and will be on the 2023 Board election ballot. Nick introduced himself to the other Board members and mentioned that he helped launch the Kensington Co-op in Philadelphia.

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

Meeting Summary:

- Monitoring Reports B, B2, and B5 reviewed and approved.
- Board Development
- Miscellaneous check-ins and updates
- May Board meeting will be in person!

Approve agenda: Adam moved to approve the 4-20-23 agenda. Motion was seconded and approved.

Approve minutes: Adam moved to approve the minutes of 3-16-23. Motion was seconded and approved.

Owner Comments: Adam – It’s cool to see all the new coolers going in. Looks like there is room for more products.

Monitoring Reports:

- B Global Executive Constraint – Adam moved to approve. The motion was seconded and approved.
- B2 Planning and Budgeting – Terra moved to approve. The motion was seconded and approved.
 - We are projecting a 10% increase in sales. Finished first quarter with 12.8% growth.
 - Big changes in the store (expansion of bulk room, patronage rebate) should make a difference with sales.
- B5 Treatment of Customers – Andrea moved to approve. The motion was seconded and approved.
 - Customer count and basket average are looking great.

Additional comments from GM:

- The Business Plan has been updated.
- Amy Zimmerman will take over the position of Board Assistant.
- DUFEB (Double Up Food Bucks) program is ending very soon. With the money we raised for DUFEB ownerships, 80 people have opted in. We plan to adjust our fund-raising mechanism into fund-raising for DUFEB because we don’t want to stop the program. Adam offered to help with grant writing if needed.

Board Development: Discussion of “Cultivating Food Justice,” - chapter 11.

- The discussion led to possible action points for us. Use the co-op space to invite a conversation about local food issues. Outreach to local farmers – sponsor a group meal. Consider a community picnic using food from the co-op.

Miscellaneous check-ins and updates:

- JEDI (Justice, Equity, Diversity, Inclusion)
 - It's time for the Board to update policies and bylaws to reflect current DEI standards.
 - Bobby feels the Board should take on the decision as to where our donations go and involve owners in the decision process. (We stopped all donations during COVID to focus on operations and maintain sanity.)
 - This committee needs a Board "champion."
 - Nick expressed interest in taking on the task of creating a framework from which this committee can start. He will contact Kitty to work on this. All Board members are welcome to join the committee.
 - Bobby will send out an outline (document available from Columinate) and start an email thread. Suggestion to have the Board review this document prior to discussion.
- Newsletter
 - All are asked to send suggestions for updates that would be of interest to owners.
 - Suggestion to have staff send updates to Bobby.
 - Bobby will get an expansion update from Sage.
 - Plan for the next newsletter to go out in mid-May.
- Board Retreat
 - Plan for late summer or early fall – before the annual meeting
 - Ideas: team building, look at bylaws and/or policies
 - Finalize DEI work.

Agenda items not covered or unfinished: Cultivating Food Justice – chapter 12

Next meeting will be May 18, 2022 at 5:30 pm. This meeting will be in-person, at the co-op, upstairs in the MLC (Movement and Learning Center).

Jean Karpen, Board Assistant