

## MINUTES

This meeting was held in person at the Co-op, 8/22/2024

Meeting started at 5:30 pm and ended at 7:30 pm

**Board members present:** Terra Marshall (Co-President), Andrea Burkins (Co-President), Clare Schwartz (Treasurer), Laura Ann Edmonds (Secretary), Jerome Smith.

**Board members not present:** Christa Hamilton.

**Others present:** Bobby Sullivan (General Manager), Amy Zimmerman (Board Assistant), Rusty Silvas (Owner).

### Meeting Summary:

- Check-ins
- Owner Comments
- 9/19/2024 Agenda, Approved
- July 2024 Meeting Minutes, Approved
- GM Report. B1: Financial Condition, Approved
- GM Report. B8: Board Logistical Support, Approved
- Board Retreat: Saturday, November 2nd, Approved
- Annual Meeting: Halloween Theme, October 24th, Thursday

### Check-ins

### Owner Comments

### Approve Agenda

- Clare motioned to approve, Terra seconded. Motion approved.

### Approve Minutes

- Lulu motioned to approve, Clare seconded. Motion approved.

### GM Reports

- B1: Financial Condition
  - Jerome motioned to approve, Terra seconded. Motion approved.
- B8: Board Logistical Support
  - Lulu motioned to approve, Terra seconded. Motion approved.

### Committee and Misc. Check-ins

- Expansion Discussion
  - The store will be extended to the back of the building. The front end office will be gone and there will be more floor space. We are not getting self checkout right now. We will be getting a new cheese case.
- Board Elections
  - New board member onboarding documents need edited.
  - Create a checklist for vetting board applicants for the next election.
  - Update Kylie's board elections graphic.

- Board of Directors Retreat
  - Saturday, November 2nd, half-day retreat.
  - Terra motioned, Andrea seconded. Approved.
  - Columinate can put the program together or we could hire someone local.
  - We need to decide what we want to focus on for that meeting.
- Annual Meeting
  - We will have a Halloween Theme Annual Meeting
  - October 24th, Thursday.
  - Research other platforms.
- Rusty's 1% Donation Proposition
  - Discussed option:
    - Give customers the option to donate their patronage rebate.
  - Our registers currently don't have the capability to round up.
  - Donating 1% of profits will take money out of staff pockets.
- Rusty's Borrowing Library Proposition
  - The book library doesn't fulfill our ends policy.
  - Previously, the library became somewhat of a dumping ground, taking staff time to keep it cleaned up.
- Boycott Discussion
  - The boycott process will be solidified after the 2024 Annual Meeting.
  - Rose Marie is looking into the bylaws.
- New Operations Manager Position
  - In his new position, Dyllan has been taken on the Front End Manager duties, as well as acting as MOD. He is doing well managing the front end and working toward managing the floor as a full time manager on duty, directing all staff. Dyllan has also helped to bring up the sales in Beer and Wine.

**Moved to next meeting:**

- Read through and understand: [Policy Manuals pgs 13-18 Read through as a group](#)

Next meeting will be 9/19/2024 at 5:30 pm.

Amy Zimmerman, Board Assistant