

MINUTES - December 2025 Board Meeting

This meeting was held in person at the Co-op, 12/18/2025

Meeting started at 5:30 PM and ended at 6:30 PM

Board members present: Terra Marshall (Co-President), Andrea Burkins (Co-President), Jerome Smith, Clare Schwartz (Treasurer), John Walker, (Secretary), Buffy Ford, Laura Ann Edmonds, Tricia Baehr.

Board members not present: All board members present

Others present: Amy Zimmerman (Board Assistant), Bobby Sullivan (General Manager). Amber White (Deli), Cassandra Howe (Owner), Martha.

Meeting Summary:

- Check-ins
- Owner Comment Period
- December Meeting Agenda, approved
- October 2025 Minutes, approved
- GM Reports, B1 Approved, B3 Vote moved to January
- Retreat Planning
- Board Elections/Application
- Slack Review
- Columinate Tier
- Property Sale Planning

Owner Comment Period

Owners asked questions regarding the petition process, including prior petition history and requirements for board approval related to membership matters. The Board explained the current pre approval process, the reasons it was implemented, and clarified that earlier versions of the policy may still be in circulation. The Board also noted that follow up discussions were offered and shared information about available tools for reviewing product eligibility, including confirmation that certain referenced products met current standards.

Approve December 2025 Agenda

- Tricia motioned to approve, Andrea seconded. Motion approved.

Approve October 2025 Minutes

- Andrea motioned to approve, Buffy seconded. Motion approved.

GM Reports, Presented by Bobby Sullivan (General Manager)

Bobby presented the B1 Financial Condition and B3 Asset Protection monitoring reports to the board. Both reports are on file.

It is helpful for questions regarding reports to be submitted at least one week in advance to allow time for review in QuickBooks.

- B1 Financial Condition: Tricia motioned to approve, John seconded. Motion approved.
- B3 Asset Protection: Vote moved to January 2026.

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Retreat Planning

Retreat planning volunteers are Tricia and Clare, with Terra as a backup.

February or March were identified as potential dates.

Anticipated retreat expenses include travel for Rose Marie, food, and lodging.

Holding a mixer with potential board members with the retreat was also discussed.

Board Elections

The Board discussed the status of board elections and noted that no applications had been received. The application period will remain open. Amy will share information with the Board regarding an owner recommended by Buffy as a potential board member. The value of having a Board member with real estate experience was noted.

Slack & Gmail

John suggested trialing Slack for one month to fully evaluate its use. Tricia will check into Slack and report back to the Board.

The Board discussed details related to discontinuing Gmail, including the per user cost of \$8.30 per month. It was noted that deleting user accounts would also remove their email history and any files they uploaded to Google Drive unless the data is transferred in advance.

Columinate Discussion

The Board reviewed the current service tier, including whether it could be lowered. Available Columinate service tiers were noted. There is a \$2,000 annual cost difference between the options.

The Board emphasized that Columinate services should be more fully utilized, including utilizing the available classes. Amy will begin sending the Columinate class listings to the board.

It was noted that prior periods without Columinate support were challenging as well as the value of Columinate's outside perspective.

No decision was made regarding changes to the tier.

Moved to Next Meeting

B3 GM Monitoring Report Vote