



Board of Directors Meeting Approved Minutes

Date: October 9, 2023

Convened: 6:06pm Adjourned: 8:26pm

Directors Present: Manny Leon, Barbara Mendenhall, Brian Pimentel, Arnold Sowell, Alexandria Jang, Prasanna Regmi, Delfina Vargas, Felicia Thomas-Hill, Jeneba Lahai(left after seating new Board member), Bernadette Brogden

Director(s) Absent:

Staff Present: Brian Munn (IM GM/Store Director), Tyler Burch (HR Director), Angela Borowski (Finance Controller), Nova Weatherwax (Merchandising Director)

Members and Guests Present: Members attending via ZOOM

Notetaker: Elizabeth Ortiz Meeting Facilitator: Manny Meeting Chair: Manny

PRELIMINARIES

Introductions took place.

Agenda Review:

Motion to approve October agenda - Barbara

Second - Alex

Agenda approved

Tasks from previous meeting reviewed

Tasks reviewed

Approve Minutes of Prior Meeting:

Motion to approve September meeting minutes - Brian P.

Second - Prasanna

Minutes approved

Member Comments:

There were a number of member comments that were submitted prior to the meeting.

Barbara has already spoken to one member addressing their comments.

There are multiple comments that are related to operational matters that are being sent to staff to follow up.

Manny thanks everyone for their comments and suggestions and states that they will be taken into consideration moving forward.

Muriel joined the chat via zoom to elaborate about her comments. Manny states that staff will follow up soon.

GM Update:

Brian M. spoke about the farm visit on October 22nd. Lizz is working with Full Belly to see if we will be able to tour their farm, and will have a definite schedule sent out soon. We will meet at the store at 9:30am and leave the store around 10am.

Brian states that he just got back from Seattle where he had the opportunity to visit some of the PCC stores. Also had the opportunity to speak with GMs from other Co-ops.

Informed the Board that the Co-op went through a wage increase for union staff members on October 6th.

Holidays are coming up, we will be closed on Thanksgiving, there was a huge increase in staff morale by doing so last year. Christmas Eve the store will be closing early, Christmas Day the store is closed, New Years Eve the store will be closing early at 9pm and New Years Day the store will open a little later at 9am.

Food service kiosks are being moved out into early January. The kiosk is an ordering system so people can walk up and order food, there will be an option to order on phones.

Brian stated that he was very happy with the turnout of the Annual Meeting. He was able to speak with multiple members and thought it was a successful event.

Brian P. asked about the patio project. Brian M states the patio is open and just a few issues that have been fixed.

Brian M. gave an end of the FY recap.

Committee Updates

Member Engagement Committee

Brian P. stated that there is a Member Engagement on Nov 8th, that will be a great time for members to meet the Board.

General Manager Search Committee

Interviews are this week for the three candidates, the Board has been provided with interview packets. Zoom option for interviews is available, however, it is stated that recording is not available.

Tyler (HR Director) will be providing notes from staff in the closed session.

The date of the closed session is Friday October 20th at 5:30pm, in person with a zoom option. An Invitation will be sent out by Lizz.

Election Committee Report

Laura Kerr (Election Committee Chair) states that the Election report is provided in the Board packet. This report provides information on election participation as well as the outcome of the election.

The Election committee also made two recommendations for the next election.

There was an election challenge, the Election committee submitted a summary and recommendations to the Board of Directors based on the challenge.

Motion to approve the Election report as submitted in the Board Packet - Barbara

Second - Brian P.

Motion approved

Action Items

Seat New Board Members

Jeneba was thanked for her service on the Board and Bernadette was welcomed onto the Board of Directors.

Elect Board Officers

Motion to nominate Manny Leon to serve as the Board Chair - Barbara

Delfina seconds

8 in favor/1 abstain

Motion passed

Motion to nominate Alex to serve as the Vice Chair - Manny

Barbara seconds

Motion passed unanimously

Motion to nominate Barbara to serve as a Co-vice Chair - Delfina

No second

Motion failed

Motion to nominate Brian P. to serve as a Co-vice Chair - Felicia

Second - Delfina

1 in favor/6 abstain/2 objection

Motion failed

Board Meeting Schedule

Motion to have all Board meetings in person with a zoom option for travel, illness or other reason - Manny

Second - Arnie

Approved

Columinate Contract

Manny states that in the Board packet there are the two options for the Columinate contract, the Regular CBLD or the CBLD Complete.

Motion to accept the new contract with the CBLD Complete package - Alex

Second - Brian P.

Alex withdraws her motion

Motion to have the Finance committee evaluate the potential consulting expenditures - Barbara

Second - Brian P.

Approved

Draft Ends Policy

Delfina states that at the last Board meeting the Policy Committee brought to the Board a revised Ends policy. There was input from one Board member since then.

Motion to have the Policy Committee bring the final draft of the Ends policy to the November Board Meeting - Delfina

Motion withdrawn

Ends Policy final revisions said to be brought back in the November Board meeting.

Board Office Hours

Manny put together a list of details for Office Hours, this can be found in the Board packet.

Board Directors discussed details for Office Hours.

A Google Form will be sent out by Lizz to collect availability from all Directors.

Discussion Items

Director Orientation

Ad Hoc committee revised the Board Orientation powerpoint. This week they went through this with the new Board Director, Bernadette.

Bernadette gave feedback on the orientation process.

November Retreat

Save the date, November 3rd and 4th for the Board retreat. Agenda will be coming out soon.

CLOSINGS: Review Tasks & Assignments

Announcements

None.

Tasks/Assignments

1. Policy Committee - Ends policy in November, policy B3.9/8, policy D3 and policy D4
2. Closed Session Calendar invite/Zoom session
3. Executive Committee - Election changes discussion, November retreat, calendar changes
4. Finance Committee - plan meeting

ADJOURN MEETING TO CLOSED SESSION

Motion: Alex

Second: Brian P.

8 in favor/1 absent

Motion approved

Respectfully submitted by,

Elizabeth Ortiz

Board Administrator