



Board of Directors Meeting Approved Minutes

Date: December 11, 2023

Convened: 6:05pm Adjourned to closed session at 7:20pm

Directors Present: Manny Leon, Barbara Mendenhall, Brian Pimentel, Arnold Sowell, Alexandria Jang, Prasanna Regmi, Delfina Vargas, Bernadette Brogden

Director(s) Absent: Felicia Thomas-Hill

Staff Present: Tyler Burch (HR Director), Angela Borowski (Finance Controller), Nova Weatherwax (Merchandising Director), Stacie Larkin (Marketing Director), Cristina Caylor (Store Manager)

Members and Guests Present: One member attended in person, others attending via ZOOM

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

PRELIMINARIES

Introductions took place.

Agenda Review:

Motion to approve December agenda - Barbara

Second - Bernadette

Agenda approved

Tasks from previous meeting reviewed

Tasks reviewed

Member Comments:

Manny states that there is one handwritten member comment regarding office hours. This will be discussed later on the agenda.

No other member comments were received.

Consent Calendar:

Motion to approve the Consent Calendar which includes the November Meeting Minutes - Barbara

Second - Alex

Motion approved

GM Update:

Tyler started by explaining that Brian M. is currently out on leave due to an accident he had.

The new Store Manager was announced, Cristina Caylor. As well as the Co-ops new Deli Manager, Berto Frias.

The Finance Director role is still open, the team has been working with a recruiter to fill this position. Interviews have started but will carry over into the new year.

The sales were up this Thanksgiving compared to last year, although turkey sales were down.

Staff recognition - 50 loyalty points will be uploaded to staff members accounts for the month of December, as well as another Rest and Relaxation room will be available the days following up to Christmas.

The day after Thanksgiving, the registers went down, this does not seem to have affected our sales for that day. The issue has been worked out.

An update to our payroll processing is happening, it is a new program within Paycom that will help reduce errors and allow for more transparency.

B - Global GM Constraint

Motion to approve the B policy as presented in the packet - Barbara

Second - Delfina

Motion approved

Committee Updates

Ad Hoc Committee

Delfina spoke about the Ad Hoc committee, she states the committee feels they have wrapped up their work and submitted a report. There are responsibilities that will fall into other committees.

Work assignment recommendations will be sent to the Executive committee.

Discussion Items

Office Hours

Feedback from November office hours was given from Delfina, Barbara, Bernadette and Arnie.

Overall there is a lack of member participation.

Delfina explained she had sent over suggestions to Brian M. for improvements to office hours, including location and signage.

Discussion was had about the location, signage, time of day and frequency of office hours.

Prasanna and Lizz will work to create a schedule for January office hours.

Action Items

Co-op Committee Member Appointments

Motion to table Co-op committee member appointments to January's Board Meeting - Manny

Second - Bernadette

Motion approved

2024 Elections

Election committee is meeting this Wednesday.

Paper ballots -

Discussion was had, with multiple ideas arising regarding the use of electronic ballots vs paper ballots for the 2024 Board election.

Motion to make the 2024 Board Election fully electronic with paper ballots only available in store if needed, Elections committee will determine how many paper ballots to purchase for instore use - Alex

Second - Bernadette

Approved

Responsibilities of committees -

Manny asks Chairs of the Nominations and Elections committees to look at the responsibilities for each committee.

Come back with adjustments if needed.

CLOSINGS: Review Tasks & Assignments

Announcements

Finance committee will meet Dec 20th at 2pm.

Tasks/Assignments

1. Co-op committee member appointments
2. Office Hours - Prasanna and Lizz
3. Alignment from Nominations/Election committee
4. Contact interested committee members - Committee Chairs
5. Ad Hoc committee send assignments to Exec committee

ADJOURN MEETING TO CLOSED SESSION at 7:20pm

Motion: Brian P.

Second: Arnie
Motion approved

SNFC BOD Closed Session, 12/11/2023

Called to Order by Manny Leon at 7:30pm

Attended: Manny Leon, Alex Jang, Barbara Mendenhal, Brian Pimmentel, Arnie Sowell, Delfina Vargas, Prasanna Regmi, Bernadette Brogden, Tyler Burch, Hether Frayer (virtual)

Absent: Felicia Thomas-Hill

Discussed Items:

- Legal
- Personnel

Actions:

- Motion made by Barbara Mendenhal to compensate Tyler accordingly for his IGM role, retroactive to when he started as IGM in November (amounts withdrawn for confidentiality).
 - Bernadette Brogden recused themselves from this decision.
 - Prasanna Regmi seconded the motion.
 - Motion passed unanimously.

Barbara Mendenall motioned to adjourn the meeting; it was seconded by Brian Pimmentel.

Meeting Adjourned at 8:50pm

Respectfully submitted by,
Lizz Ortiz
Board Administrator