



Board of Directors Meeting Approved Minutes

Date: January 8, 2024

Convened: 6:01pm Adjourned: 6:52pm

Directors Present: Manny Leon, Barbara Mendenhall, Arnold Sowell, Alexandria Jang, Prasanna Regmi, Delfina Vargas, Bernadette Brogden, Felicia Thomas-Hill

Director(s) Absent: Brian Pimentel

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: Nine members attended in person other members attending via ZOOM

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

PRELIMINARIES

Introductions took place.

Agenda Review:

Motion to approve the January agenda with the change that the Auditors review will take place after the Consent

Calendar - Manny

Second - Bernadette

Agenda approved

Tasks from previous meeting reviewed

Tasks reviewed

Member Comments:

There were three member comments submitted ahead of time. Two members from the audience came up and spoke about their submitted comments.

There were no comments submitted online in the zoom chat.

Consent Calendar:

Motion to approve the Consent Calendar which includes the December's meeting minutes and appointing Tyler Burch as the Corporate President - Alex

Second - Delfina

Motion approved

Auditors Report:

Brian Dahik spoke on the behalf of Wegner CPA, he presented the auditors report. He gave an overview of the financial audit process and reviewed the auditors recommendations with the board.

Motion to approve the Financial Audit - Arnie

Second - Barbara

Motion Approved

GM Update:

Tyler gave an update on Brian Munns absence.

As announced in last month's meeting, Cristina Caylor is our new Store Manager, her work has really started to kick off since the holidays are over. Her focus currently is customer services and aligning the entire team.

Currently they are still recruiting for the Finance Director position. First round interviews wrapped this week and hoping to start a second round of interviews in the next two weeks.

The Co-op passed its first audit for the food recovery laws that went into effect in Sacramento.

Currently recruiting for our Front End Manager position, interviews are being done this week. There was a lot of internal interest which is always nice to see.

The Co-op is still working with Group One on the switch transition, noting the Co-op will have to close early one day(TBD) to finish this up.

Tyler notes that our staff turnover is the lowest it's ever been since opening at this location.

Committee Updates:

Finance Committee -

Arnie states that Brian explained that the biggest part of their update was the auditors reports.

Elections Committee -

The Election committee met in December and updated the election timeline, Laura is working with staff to finalize the timeline. This will be ready next month for approval, along with other items.

Action Items:

Patronage Refund -

Motion to approve the Finances committee's recommendation of the Patronage refund of \$150,000 - Barbara

Second - Prasanna

Motion approved

Co-op Member Committee Appointments -

Finance Committee -

Motion to appoint Joseph Barnett to the Finance Committee - Arnie

Second - Barbara

Motion approved

Policy Committee -

Motion to appoint Georgianna Pfof to the Policy Committee - Bernadette

Second - Alex

Motion approved

Nominations Committee -

Motion to appoint Stacie Larkin to the Nominations Committee - Delfina

Second - Bernadette

Motion approved

CLOSINGS: Review Board Calendar, Tasks & Assignments

Announcements

Sip and savor will be held on Feb 8th, 2024.

Office Hours for January will be held on Friday Jan 19th and Friday 26th, times TBD.

Tasks/Assignments

1. Election Committee - policy, info packet, and schedule
2. Committee Plans
3. Sip and Savor Sign up sheet
4. Committee Assignments

ADJOURN MEETING AT 6:52pm

Motion: Alex

Second: Barbara

Motion approved

Respectfully submitted by,

Lizz Ortiz

Board Administrator