

**Board of Directors Meeting****Date: June 9, 2025****Time: 6pm**

Time	Item	Topic	Information/ Action	Presenter
6:00pm		<b>General Business</b> Introductions Agenda Review Review Tasks from May Meeting Member Comments (2 minute limit)	Information Information Information Information	Manny Manny Lizz Manny
		<b>Consent Calendar</b> May Meeting Minutes	Action	Manny
6:10pm- 6:25pm		<b>General Manager Update</b> GM Update	Information	Brian M.
6:25pm- 6:35pm		<b>Discussion</b> CCMA Debrief Office Hours	Information Information	Manny Manny
6:35pm- 6:55pm		<b>Committees</b> Member Engagement Nominations	Action Action	Bernadette Brian P
7:00pm		<b>Closings</b> Announcements Review Board Calendar Review Tasks & Assignments Check-in: How the meeting went	Information Information Information Information	All Admin All All
7:10pm- 8pm		<b>Board Generative Work</b> C5 and C6 Policy Review Conflict of interest	Information Information	All All

The Board will meet in person at SNFC, members are welcome to attend but the meeting will also be available to watch via Zoom Webinar. To attend the meeting via Zoom, you must **pre-register in advance** using the link below.

[https://us02web.zoom.us/webinar/register/WN\\_3eCwda83TRWHwrZN17vVKQ](https://us02web.zoom.us/webinar/register/WN_3eCwda83TRWHwrZN17vVKQ)

Attendees must be a Co-op Member or household shopper. Registrations will be verified prior to approval. Once an attendee is approved you will receive a confirmation email with instructions on how to join the meeting.

Submit questions by 2pm the day prior to the meeting here: <https://forms.gle/KykCdMSxwKgGAMvw8>

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Board Calendar p.5



# Board of Directors Meeting Unapproved Minutes

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Date: May 12, 2025

Convened: 6:02pm Adjourned 7:18pm

Directors Present: Manny Leon(6:50pm), Arnold Sowell, Brian Pimentel, Bernadette Brogden, Delfina Vargas, Kelsey Brewer, Barbara Mendenhall, Prasanna Regmi, Alexandria Jang

Director(s) Absent:

Staff Present: Brian Munn (General Manager), Angela Borowski (Finance Controller), Nova Weatherwax (Merchandising Director), Tyler Burch (HR Director)

Members and Guests Present: Members attended in person other members attending via ZOOM

Notetaker: Lizz Ortiz Meeting Facilitator: Alex Meeting Chair: Alex

## **PRELIMINARIES**

Introductions took place.

### **Agenda Review:**

Motion to approve the May agenda - Barbara

Second - Brian

Agenda approved

### **Tasks from previous meeting reviewed**

Tasks reviewed

### **Member Comments:**

Access to this meeting, having a way of welcoming people to join the meeting.

Board Office Hours comments -

Two people who came to office hours, both members had comments regarding operations. These comments had been shared with Brian M. Another member made a comment regarding the uniform of the security team.

Kelsey also seconded that several people have commented on the look of our guards.

### **Consent Calendar:**

Motion to approve the Consent Calendar which includes March meeting minutes - Barbara

Second - Bernadette

Motion approved

### **GM:**

#### GM Update

Bakery build out is still on course for late June. As of right now it is going according to plan. SABA event will be on June 17th from 10am - 1pm as part of Bike to work month. Brian sent out a proposal that talked about expansion and said he was open to questions now. The exit door has been put back in, and went in great. Kiosks are up and running although there are still some issues with freezing.

Kim - Following tonight's meeting you will receive a draft strategic plan. Tyler and Kim will be meeting tomorrow to go over some item sections and she will continue to meet with the SLT team to continue to build this out. There are goals and to-dos list that came out of this process from the feedback Kim received from all parties. Kim is willing to meet with anyone who would like to provide feedback. Will have a follow up prior to the June Board meeting.

Arnie - The finance committee met, and reviewed the GM Monitoring reports. Thanked the committee for having a very engaged meeting. A couple of things the committee thought were significant was the financial position of the farm, our personal costs, the bakery transition to the aardvark and sales as a whole. Looking at our cart situation, we spend 30k a year on just shopping carts, asking the staff and security to keep an eye out for carts. He states we are in a good financial position but there are things we should keep an eye on. Prasanna, explained that member equity has been growing, and that shows the great work that the staff has been doing.

#### B1 - Financial Condition and Activities

Brian gave a brief overview of the B1 report. Angela Browoski, then followed up with further details.

Motion to approve the B1 - Financial Condition and Activities as presented in the Board packet - Barbara  
Second - Brian P.

Motion Approved

#### B3 - Asset Protection

Motion to approve the B3 - Asset Protection as presented in the Board packet with the addition of our new security company to B3.4 - Bernadette

Second - Kelsey

Motion Approved

#### **Committee Updates:**

##### Member Engagement

There has been two member meet ups. Word of mouth has been the only shown way that gets members to come. 16 people came to visit the last member meet up. There is an event at the store on June 17th, new member meet up and store tour, 1pm someone will be down at the CSD to greet members who are joining. Down stairs will be the store tour, talking about the benefits of membership. Helping people finding the most out of their investment. Expecting this to wrap up around 2:30-3. The Annual meeting location has been chosen. Will be submitted in the June Board packet for approval.

##### Nominations

The committee has interviewed 8 candidates. All interviews finished. The meeting next week will have a preparation for the next meeting.

#### **Discussion Items:**

##### CCMA

Barbara will be picking up Alex and Brian P.

#### **CLOSINGS: Review Board Calendar, Tasks & Assignments**

#### **Announcements:**

At the end of the second quarter Rose Marie will be coming, to go over the C and D policies.

Office Hours Evaluation next month.

Manny thanked the MEEC for all of their hard work and success in engaging members.

Member Quarterly submissions due June 26th, 2025. An idea to write about CCMA was proposed.

#### Tasks/Assignments

1. Office Hours Evaluation
2. MEEC bring Annual meeting plan to June meeting
3. Nominations committee bring fourth candidates for approval

**ADJOURNED MEETING AT 7:18pm**

Motion: Brian P  
Second: Prasanna  
Motion approved

Respectfully submitted by,  
Lizz Ortiz  
Board Administrator

	Jan. 2025	Feb. 2025	Mar. 2025	April 2025	May 2025	June 2025
<b>Board Education &amp; Development</b>	<b>Registration for CCMA: Open</b> , early bird before April 11, 2025  CBL 101 - Jan 18th 8am	Fundamentals of Interpersonal Communication Feb 19th		Explorations in Governance April 1  CBL 101 April 12th  Finance Training for Directors April 29th  Constructive Approaches to Handling Complaints about your GM April 30th	<b>Navigating the GM Compensation &amp; Evaluation Processes May 7th</b>  <b>CCMA - May 29-31, 2025</b>	
<b>Board &amp; Member Engagement Opportunities</b>		<b>Call for Board Candidates</b>  Run for the Board Forum Feb 27th 6-8pm  Candidate Nomination forms & Election Info Online	<b>Member Quarterly Article &amp; Board Notes Due March</b>		<b>Member Engagement Event</b>	<b>Member Quarterly Article &amp; Board Notes Due June</b>
<b>Required Agenda/ Packet / Executive Session items</b>	<b>Patronage Refund Decision</b>  <b>Establish GM Evaluation Committee</b>	Nominations & Education Committee Plan Approvals  Election: Policy, Info Packet & Schedule Update  Preferred Shares Dividends Decision				<b>Request for Proposal template to GM(GM compensation)</b>  Nominations Com. To Submit Candidates For Board Approval for Ballot  Review Board Office Hours
<b>GM Limitation Monitoring Reports</b>	<b>No Reports</b>	<b>B1 – Financial Condition and Activities</b>	<b>No Reports</b>	<b>No Reports</b>	<b>B1 – Financial Condition and Activities, B3 - Asset Protection</b>	<b>No Reports</b>
<b>Co-op Community Happenings</b>		<b>Member Days February 1-28</b>			<b>Member Days May 1-31</b>	

	July 2025	August 2025	Sept. 2025	Oct. 2025	Nov. 2025	Dec. 2025
<b>Board Education &amp; Development</b>	CBL 101 Jul 19th		Explorations in Gov Sep 9	Director Orientation Finance Training Oct 14th CBL 101 Oct 18th	Retreat Nov 7th & 8th	
<b>Board &amp; Member Engagement Opportunities</b>		Annual Meeting Member Engagement Event	Meet the Candidate Event Sept Member Quarterly Article Due & Board Notes Due Office Hours Sept	Call for Committee Members		Member Quarterly Article Update & Board Notes Due Dec
<b>Required Agenda/ Packet Items/ Executive Session</b>	Treasurer gives Bay area CPI to Finance Com. Chair	Board Budget (by August 31)	General Election Call for Board Officer Interest	Seat New Board Directors Elect Board Officers Call for Committee Chair & Member Interest Columinate Contract	Board Committee Chair & Member Appointments	Co-op Member Committee Appointments
<b>GM Limitation Monitoring Reports</b>	B4 – Membership, B5 – Customer Experience, A – Ends & B6 – Staff Treatment and Compensation	B1 – Financial Condition and Activities	B2 –Planning and Financial Budgeting, B7 –Communication to Board, B8 – Board Logistical Support & B9 – Emergency General Manager(GM) Succession	No reports	B1 – Financial Condition and Activities, & B3 –Asset Protection	B – Global Executive Constraint
<b>Co-op Community Happenings</b>		Member Days August 1-31	Farm to Fork Festival Sept		Member Days November 1-30	

Calendar Items with date to be determined: CA Center for Co-op Development Conference

Register for Columinate Training: <https://columinate.coop/events/>