



**Board of Directors Meeting**

**Date: July 14, 2025**

**Time: 6pm**

Time	Item	Topic	Information/ Action	Presenter
6:00pm		<b>General Business</b> Introductions Agenda Review Review Tasks from June Meeting Member Comments (2 minute limit)	Information Information Information Information	Manny Manny Lizz Manny
	1	<b>Consent Calendar</b> June Meeting Minutes	Action	Manny
6:10pm- 6:35pm		<b>General Manager Update</b> GM Update B4 - Membership B5 - Customer Experience B6 - Staff treatment and compensation A - Global Ends	Information Action Action Action Action	Brian M. Brian M. Brian M. Brian M. Brian M.
6:35pm- 6:55pm		<b>Discussion</b> Strategic Plan	Information	Manny
6:55pm- 7:05pm		<b>Committees</b> Member Engagement	Action	Bernadette
7:10pm	2	<b>Closings</b> Announcements Review Board Calendar Review Tasks & Assignments Check-in: How the meeting went	Information Information Information Information	All Admin All All
7:15pm		<b>Closed Session</b> GM Evaluation		BOD

June Meeting Min p.2  
Board Calendar p.4



# Board of Directors Meeting Unapproved Minutes

Date: June 9, 2025

Convened: 6:02pm Adjourned 7:10pm

Directors Present: Manny Leon(6:05pm), Arnold Sowell, Brian Pimentel, Bernadette Brogden, Delfina Vargas, Kelsey Brewer, Barbara Mendenhall, Prasanna Regmi(6:04pm), Alexandria Jang

Director(s) Absent: Bernadette Brogden

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 / Manny Meeting Chair: Alex / Manny

## PRELIMINARIES

Introductions took place.

### Agenda Review:

Motion to approve the June agenda - Brian P

Second - Delfina

Agenda approved

### Tasks from previous meeting reviewed

Tasks reviewed

### Member Comments:

Question from the audience - Question regarding Pachamama and the amount of money they make and how that may affect the Co-op since they are utilizing retail space.

Arnie - Stated that Corti Bros was voted a high rank store. They offer tours at their store and may be something we should look into. We have done tours in the past and hopefully bring this back once the classroom program is up and running.

### Consent Calendar:

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

Second - Kelsey

Motion approved

### GM:

#### GM Update

CCMA was great and glad to be back. Update on UNFI - UNFI went through a cyber attack, they also oversee Tonys. NCG is working with them and providing updates. We are working with another distributor that we have been working with so we are trying to use them to supplement our needs. UNFI is building a blind pallet to hopefully help us. Low stocks and margin will be impacted. The team has been working hard to fill gaps. UNFI said they will be able to back up on Sunday. Produce wont be affected since we don't utilize UNFI for produce all that often.

Signs have been printed and ready when stock gets low, and a social media post will be put out.

Kim - Kim thanks the Board for their feedback on the strategic plan draft. She explains there is room for more clarification in certain areas. Talked about the idea of having a timeline to reflect the goals in the strategic plan.

**Discussion:**

CCMA Debrief:

Barbara stated this was a great CCMA because of the location, there were great views that made it very invigorating. Lizz and Brian were on a panel and did great explaining the Board Admin position. The tours were great and she got to see herds of bison. There will be an article in the member quarterly with more explanation.

Office Hours: Manny took over facilitation

Checking in on how Office Hours is going. Manny explains he notices two things; Board directors aren't available, and people aren't talking about Board relations.

Barbara explains that she would suggest once a month, every other month being on zoom/in person.

Manny expressed that the MEEC has been doing a great job and has seen a great turnout.

Decision - Once a month from July - October, every other month being in person.

**Committee Updates:**

Member Engagement

Motion to approve the date, time and location of the Annual meeting as presented in the Board packet - Prasanna

Second - Kelsey

Motion Approved

Nominations

Motion to approve a date change to the Election calendar for the second meet the candidates event from September 5, 2025 to September 4, 2025 - Brian P

Second - Kelsey

Motion approved

Motion to approve the slate of candidates ; Dave Berner, Arnold Sowell, Virginia Thompson, Isabel Pares, Delfina Vargas, and Rodger Wasson to be placed on the ballot as presented in the Board packet - Barbara

Second - Prasanna

6 yes, 2 abstain

Motion approved

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

**Announcements:**

June is the start of the GM evaluation committee - Tracking of the B reports

Timestamps on our agenda, Alex would like to make everyone aware and try to stay to the time stamps that are placed.

Tasks/Assignments

1. July Agenda - Strategic plan
2. MEEC - Annual meeting agenda

**ADJOURNED MEETING AT 7:10pm to Board Generative Work**

Motion: Alex

Second: Brian

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

	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 21st	Meet the Candidate Event Sept 4  Member Quarterly Article Due & Board Notes Due	Call for Committee Members  Office Hours Sept		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/>