



Board of Directors Meeting

Date: August 11, 2025

Time: 6pm

Time	Item	Topic	Information/ Action	Presenter
6:00pm		General Business Introductions Agenda Review Review Tasks from August Meeting Member Comments (2 minute limit)	Information Information Information Information	Manny Manny Lizz Manny
	1	Consent Calendar July Meeting Minutes	Action	Manny
6:10pm- 6:30pm		General Manager Update GM Update B1 - Financial Conditions and Activities Strategic Plan	Information Action Action	Brian M. Brian M. Brian M.
6:30pm- 6:40pm		Committees Finance - CPI - Board Budget	Action	Arnie
6:40pm- 6:50pm	2	Closings Announcements Review Board Calendar Review Tasks & Assignments Check-in: How the meeting went	Information Information Information Information	All Admin All All
6:55pm		Closed Session GM Evaluation		BOD

July Meeting Min p.2
Board Calendar p.5



Board of Directors Meeting Unapproved Minutes

Date: July 14, 2025

Convened: 6:01pm Adjourned to closed session 7:30pm

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

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: Manny Meeting Chair: Manny

PRELIMINARIES

Introductions took place.

Agenda Review:

Motion to approve the July agenda - Alex

Second - Barbara

Agenda approved

Tasks from previous meeting reviewed

Tasks reviewed

Member Comments:

No member comments were submitted.

Last month's Office Hours were canceled.

Consent Calendar:

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

Second - Brian

8 yes / 1 abstain

Motion approved

GM:

GM Update

Farm House - Contacted Noah, Gretchen's son, let him know the Board approved that the lease will be extended by a month. Gretchen is recovering well. We reached out to a contractor to inspect the home, Gretchen has given the okay to inspect while they are still there but construction won't start till she moves out.

We are doing a taco truck to appreciate and congratulate the staff for navigating the UNFI issues.

August is member month, Jolie will be tabling every Wednesday of the month.

We are sponsoring the CAFF summer Soiree on Aug 23rd.

We have a wellness fair on Aug 13th. Annual meeting on Aug 21st from 6-7:30pm.

B4 - Membership

Motion to approve the B4 - Membership monitoring report as presented in the Board Packet - Bernadette
Second - Barbara

Motion Approved

B5 - Customer Experience

Motion to approve the B5 - Customer Experience monitoring report as presented in the Board Packet - Arnie
Second - Kelsey

Motion Approved

B6 - Staff treatment and compensation

Motion to approve the B6 - Staff treatment and compensation monitoring report as presented in the Board
Packet - Brian
Second - Delfina

Motion Approved

A - Global Ends

Motion to approve the A - Global Ends monitoring report as presented in the Board Packet - Prasanna
Second - Alex

Motion Approved

Discussion:

Strategic Plan

Strategic planning session in person at the Co-op, for the Board Directors, this Thursday.

Committee Updates:

Member Engagement

Approved the location and 6pm-7:30pm, planned to use the co-op email vote will come through either email or next meeting.

The MEEC had a member meet up last month, Delfina came, 10 people came, 2 of which were new members. One this Thursday from 6-8pm, at Nitty Cider.

Working on a volunteer opportunity with WEAVE.

CLOSINGS: Review Board Calendar, Tasks & Assignments

Announcements:

New Helvitia, another Co-op, is now serving food and gave the idea of having a member meet up there.

Board Budget is due by Aug 31st

Finance Committee Meeting before the next Board meeting.

Tasks/Assignments

1. Finance Committee has to have a meeting

ADJOURNED MEETING AT 7:30pm to Closed Session

Motion: Brian

Second: Alex

Motion approved

Closed Session Minutes - 7/14/25

Attendees: Arnie Sowell, Barbara Mendenhall, Manny Leon, Alexandria Jang, Brian Pimentel, Kelsey Brewer, Delfina Vargas, Bernadette Brogden, Prasanna Regmi, Rose Marie Klee

Called to order by Manny Leon at 7:39pm

The Board met to prepare for GM Evaluations.

The GM Evaluation Committee updated the timeline for the letter to be presented to the board for approval at the August closed session. Compensation package to be approved at the September closed session. Updates to the timeline have been communicated to Brian Munn.

Rose Marie and the board then discussed potential conflict of interests for the GM Evaluations discussions.

Motion to adjourn meeting by Alex Jang; seconded by Kelsey Brewer.

Meeting adjourned at 8:30pm

Respectfully submitted by,
Lizz Ortiz
Board Administrator

	Jan. 2025	Feb. 2025	Mar. 2025	April 2025	May 2025	June 2025
Board Education & Development	Registration for CCMA: Open , 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	Navigating the GM Compensation & Evaluation Processes May 7th CCMA - May 29-31, 2025	
Board & Member Engagement Opportunities		Call for Board Candidates Run for the Board Forum Feb 27th 6-8pm Candidate Nomination forms & Election Info Online	Member Quarterly Article & Board Notes Due March		Member Engagement Event	Member Quarterly Article & Board Notes Due June
Required Agenda/ Packet / Executive Session items	Patronage Refund Decision Establish GM Evaluation Committee	Nominations & Education Committee Plan Approvals Election: Policy, Info Packet & Schedule Update Preferred Shares Dividends Decision				Request for Proposal template to GM(GM compensation) Nominations Com. To Submit Candidates For Board Approval for Ballot Review Board Office Hours
GM Limitation Monitoring Reports	No Reports	B1 – Financial Condition and Activities	No Reports	No Reports	B1 – Financial Condition and Activities, B3 - Asset Protection	No Reports
Co-op Community Happenings		Member Days February 1-28			Member Days May 1-31	

	July 2025	August 2025	Sept. 2025	Oct. 2025	Nov. 2025	Dec. 2025
Board Education & Development	CBL 101 Jul 19th		Explorations in Gov Sep 9	Director Orientation Finance Training Oct 14th CBL 101 Oct 18th	Retreat Nov 7th & 8th	
Board & Member Engagement Opportunities		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
Required Agenda/ Packet Items/ Executive Session	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
GM Limitation Monitoring Reports	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
Co-op Community Happenings		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/>