



**Board of Directors Meeting**

**Date: September 8, 2025**

**Time: 6pm**

Time	Item	Topic	Information/ Action	Presenter
6:00pm		<b>General Business</b> Introductions Agenda Review Review Tasks from August Meeting Member Comments (2 minute limit)	Information Information Information Information	Manny Manny Lizz Manny
	1	<b>Consent Calendar</b> August Meeting Minutes	Action	Manny
6:10pm- 6:50pm		<b>General Manager Update</b> GM Update B2 –Planning and Financial Budgeting B7 –Communication to Board B8 – Board Logistical Support B9 – Emergency General Manager(GM) Succession	Information Action Action Action Action	Brian M. Brian M. Brian M. Brian M. Brian M.
6:50pm- 7:00pm	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
7:05pm		<b>Closed Session</b> GM Compensation		BOD

August meeting min p.2  
Board Calendar p.4



# Board of Directors Meeting Unapproved Minutes

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Date: August 11, 2025

Convened: 6:08pm Adjourned to closed session 7:30pm

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

Director(s) Absent: Arnold Sowell

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 August agenda - Brian

Second - Barbara

Agenda approved

### Tasks from previous meeting reviewed

Tasks reviewed

### Member Comments:

There was one member comment about an operational issue that was sent over to operations.

Office Hours: No one attended

### Consent Calendar:

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

Second - Kelsey

Motion approved

### GM:

#### GM Update

Farm House - We had the construction company on site a couple of times, they will get started once the house is vacant so that will start in September. The amount is over the budgeted amount so we will be spreading the work out.

Bakery project - We have received an invoice from the city, hopefully once we pay it then everything will roll very quickly. Brian is being told 4-6 weeks after they can restart construction.

Expansion - working with a consultant to identify location. We will be doing a CAT survey to help us find a location. Lizz and Jolie will be doing this Thursday - Sunday to obtain a sample of customers.

Wellness Fair - Tabling opportunity, 5pm-7pm

Slow Foods Tera Madre - Sept 26, 27, 28 = two hour blocks from the Board

Hoes Down - Oct 4th, six tickets for Board use

### B1 - Financial Conditions and Activities

Motion to approve the B1 - Financial Conditions and Activities Monitoring report as presented in the Board Packet - Delfina

Second - Brian

Motion Approved

Strategic Plan

Motion to approve the strategic plan as presented in the Board packet - Barbara

Second - Brian

Motion Approved

**Committees:**

Finance Committee -

CPI

Motion to improve the Board CPI of 1.5% CPI for FY2026 - Alex

Second - Delfina

Motion Approved

Board Budget

Motion to approve the Board budget as presented by the Finance Committee - Alex

Second - Prasanna

Motion Approved

Member Engagement -

Sent out the invitations, people have been RSVPing and encouraging everyone to come and also RSVP. We have 3 committee members coming to talk, 9 community partners will be tabling. The meeting is in 10 days. The last day to send Lizz any slides is at noon on Thursday. The meeting starts at 6pm and ends at 7:30pm.

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

**Announcements:**

Brian says there is a member engagement event on Sept 4th from 6-7:30pm.

Kelsey had a life event happen, congrats on getting married!

Manny is putting in his resignation; he will be stepping down from the Board in October.

Tasks/Assignments

1. None

**ADJOURNED MEETING AT 7:02pm to Closed Session**

Motion: Brian

Second: Barbara

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>  <b>Nominations Com. To Submit Candidates For Board Approval for Ballot</b>  <b>Review Board Office Hours</b>
<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 21st	Meet the Candidate Event Sept 4  Member Quarterly Article Due & Board Notes Due 9/20	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/>