



CONCORD FOOD COOPERATIVE

BOARD OF DIRECTORS

BOARD MEETING MINUTES

Wednesday, March 16th, 2016, 5:30 PM, The Nature Conservancy, Concord, NH

David Marshall, President, called the meeting of the Concord Food Cooperative Board of Directors to order at 5:37 PM. A quorum was present.

Attending: David Marshall, Krista Helmboldt, Bill Graham, Finis Williams (6:03pm), Tedd Evans, Jim McConaha, Cathy Menard, Derek Owen and Charlie Cole. **Staff:** Nick Schneider (Interim General Manager), Peter DeLeault (Finance Manager) (5:43pm), Beverly LaPage (HR Manager) (5:46pm) and Melanie Waldvogel (Board Administrator). **Guest:** Betsy Black.

- ❑ **BOARD VOTE: Approve the December 23rd, 2015 minutes as submitted.**
(Motion by Tedd Evans, seconded by Cathy Menard; approved unanimously).
- ❑ **BOARD VOTE: Approve the February 10th, 2016 minutes as amended.**
(Motion by Tedd Evans, seconded by Cathy Menard; approved unanimously).

CALENDAR OF EVENTS

David noted the upcoming workshops and former staff member Maria Noel Groves upcoming book release. The annual meeting date may shift to October. A final date will be decided soon.

GENERAL MANAGER'S REPORT

Nick Schneider reported that sales and new members were over the projected amount for February. A new member drive and "leap day" helped. The budget is now based on a .05% sales decline. Community and outreach efforts continue and classes are well attended with waiting lists. New London classes are now held in a handicap accessible community room at the local library. An unplanned expense of a new hot water heater was a surprise in February.

TREASURER'S REPORT

Cathy Menard reported that the Finance Committee will discuss the revised budget in April and the future year's budget in May. She suggested adopting the term "owners" versus "members." David Marshall reviewed the terms of agreement for the owner loans which provided for a waiver without an amendment. Jeff Zellers will draft a 1-2 paragraph waiver document. A 60-day no penalty grace period is also provided in the note. No inquiries have been forthcoming yet from members regarding this.

NEW BUSINESS

Nick Schneider noted that NCG may be requiring shopper surveys. The surveys can be tailored to the co-op's needs and may provide valuable information. A cost is still to be determined.

Nick Schneider left the meeting at 6:09pm.

EXECUTIVE SESSION

- ❑ **BOARD VOTE: Enter Executive Session at 6:19pm.**
(Motion by Finis Williams, seconded by Cathy Menard; approved unanimously).
- ❑ **BOARD VOTE: Exit Executive Session at 8:37pm.**
(Motion by Derek Owen, seconded by Finis Williams; approved unanimously).

ADJOURNMENT

- ❑ **BOARD VOTE: Motion to Adjourn at 8:37pm.**
(Motion by Derek Owen, seconded by Finis Williams; approved unanimously).

The meeting adjourned at 8:37pm. The next meeting is scheduled for Wednesday, April 20th, 2016, 5:30pm at a location TBD.