



CONCORD FOOD COOPERATIVE

BOARD OF DIRECTORS

BOARD MEETING MINUTES

Monday, July 18th, 2016, 5:30 PM, New England College, 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, Tedd Evans, Jim McConaha, Cathy Menard, Bill Graham, Derek Owen, and Tedd Evans (5:41pm). **Staff:** Chris Gilbert (General Manager), Nick Schneider (Director of Purchasing), and Melanie Waldvogel (Board Administrator). **Guest:** Don Kreis.

- **BOARD VOTE: Approve the June 15th, 2016 minutes as amended.**
(Motion by Cathy Menard, seconded by Krista Helmboldt; approved unanimously).

CALENDAR OF EVENTS

A Garden Party is scheduled for Shaker Village on July 20th, with Board members encouraged to attend. Farm Manager Stacy and her produce will be featured in the Co-op's catering. No store events will be forthcoming due to construction. The Board is impressed with the quality and amount of produce produced by the farm.

GENERAL MANAGER'S REPORT

Chris Gilbert noted that Market Days hurt sales due to construction complications. Sales were down 30-50% per day due to difficult access. Community outreach efforts remain strong with donated food for events, wellness classes and radio shows. Construction is due to continue until November. Links on the web-site detailing parking options, weekly construction sale items and the large "We're Open" storefront banner are designed to draw in customers. An unusual draw has been having the Co-op as a "Poke-stop" for Pokemon Go.

TREASURER'S REPORT

Cathy Menard reported that while the Finance Committee has not met because the 2016 Fiscal Year-end reports are still being finalized, the preliminary update shows sales down \$67,669 for the year, which is 2.85% below forecast. Full financial reporting for Fiscal Year 2016 will take place at the August Board meeting. All but \$24,399 of the owner loans was deferred, and the principal not deferred was fully paid in June. Fiscal 2016 interest was also paid on all owner loans in June. Cathy Menard will meet with Jim Marshall, to see if he is interested in serving on the Finance Committee.

ENDS AND POLICY REVIEW

Handout: 7/6/16 Phone Call Meeting with Michael Healy

Krista Helmboldt referenced Michael Healy's statement that Ends are the goals of a co-op, while the mission is what we do/are going to do. The co-op should examine what we are doing and for whom. The mission is the "marketing statement" while the Ends give explicit purpose to what we do. The mission is more public while the Ends are instructions for the GM and staff and for Owners to reference.

Handout: Mission Statement Survey Report

Consistent themes included: prices too high, importance of supporting local farmers, supporting sustainability and environment stewardship, and the fact that the Co-op seems better/friendlier/happier under new management! Chris Gilbert noted that it's the most thoughtful survey he's seen (Owners put much thought and care into what they had to say). Access to the survey will be provided to members. Policy Governance should also flow with the Mission and Ends. The mission and ends Committee will meet in early August and report back to Board at the August meeting.

BOARD of DIRECTORS APPLICATION

All current Board members up for election will be running again for their seats. David Marshall, Krista Helmboldt, Jim McConaha and Derek Owen will be joined by Tracie Sponenberg as the slate of candidates. Ballots will be mailed to Owners in accordance with the by-laws.

NEW BUSINESS

Don Kreis, a long time supporter to local co-ops, attended the meeting and expressed interest in running for a seat on the Board one day. He distributed an article he wrote for the Valley News on the cooperative model. He is interested to keep abreast of developments in policy governance, Mission and Ends updates in Concord.

POLICY GOVERNANCE

B6: Communication and Counsel to the Board: David Marshall read the policy and the Board reviewed it in regards to content and intent. Chris Gilbert is happy to provide the Board with any information they need.

OLD BUSINESS

Handicap Accessibility: Van accessible parking spots will be provided street side as part of the new Main Street according to the city plans.

Bar for Sale: The bar was recently relisted on Craig's list for \$3,500 in the New England area.

Alumni Board Event: A recognition event for Alumni Board members will be discussed shortly. Derek offered the Owen Farm as a venue for the event.

EXECUTIVE SESSION

- **BOARD VOTE: Enter Executive Session at 7:18pm.**
(Motion by Jim McConaha, seconded by Tedd Evans; approved unanimously).
- **BOARD VOTE: Exit Executive Session at 8:38pm.**
(Motion by Derek Owen, seconded by Jim McConaha; approved unanimously).

ADJOURNMENT

- **BOARD VOTE: Motion to Adjourn at 8:38pm.**
(Motion by Derek Owen, seconded by Bill Graham; approved unanimously).

The meeting adjourned at 8:38pm. The next meeting is scheduled for Wednesday, August 17th, 2016, 5:30pm at New England College in Concord.