



CONCORD FOOD COOPERATIVE

BOARD OF DIRECTORS BOARD MEETING MINUTES,

Wednesday, January 19th, 2022, 4:30PM

Hybrid Meeting: The Hotel Concord, Concord, NH and Remote

Katherine Leswing, President, called the meeting of the Concord Food Cooperative Board of Directors to order at 4:30 PM. **Attending in person:** Katherine Leswing, Pete Engel, Jaran Blessing, Finis Williams and Chris Gilbert (General Manager). **Attending remotely:** Tracie Sponenberg. Cathy Menard, Krista Helmboldt, Chuck Gilboy, and Melanie Waldvogel (Board administrator). Board quorum is met (8 out of 9 present).

POLICY GOVERNANCE: B7 COMMUNICATION TO THE BOARD

BOARD VOTE: Accept B7: Communication to the Board, as submitted.

(Motion by Finis Williams, seconded by Jaran Blessing; accepted unanimously).

GENERAL MANAGER'S REPORT

Chris reported that the holidays were a success. Holiday sales were higher than the previous year, and nearly 700 turkeys were sold for Thanksgiving. Kearsarge sales remain steady. Chris and the Co-op are faced with ongoing supply chain and sourcing issues and shortages, delivery problems, and cost increases, sometimes substantially. Luckily for Co-op employees, benefits did not increase this year, and open enrollment just ended. Chris wants to begin rotisserie chicken sales, but will first need to replace the rotisserie oven. The Jury Box remains open. Chris reported that the issues with communication to the Landlord of the New London store are resolving.

BOARD ELECTIONS

Slate of Officers for 2022

President: Jaran Blessing

Vice-President: Katherine Leswing

Treasurer: Cathy Menard

Secretary: Pete Engel

BOARD VOTE: Accept 2022 proposed slate of officers as submitted.

(Motion by Finis Williams, seconded by Pete Engel; accepted unanimously).

BOARD SELF-ASSESSMENT INTENTION SETTING

Katherine Leswing noted that in November 2021, the Board engaged in a self-assessment survey and discussion that highlighted the below areas for growth.

- Every director participates fully in board meetings and retreats.
- The board holds board committees accountable for meeting expectations set in committee charters.
- The board knows that our co-op has enough management depth that losing our current GM would not create a crisis.
- Our co-op has informative, fun and well-attended annual meetings.

Corresponding possibilities for improvement were discussed, and the Board will continue to evaluate progress in these areas. Chris has been staying up to date with CBLD's new policy governance templates.

BOARD WORKPLAN AND CALENDAR 2022

The Board reviewed their upcoming calendar year, and discussed possible additions. The next two Board meetings, February and March, will be virtual only. Chris will look into the Hotel Concord as a possible meeting space for the upcoming September annual member celebration.

BOARD COMMITTEES 2022

Pete Engel reported that the Board is fortunate to have Finis Williams for legal and Tracie Sponenberg for human resources expertise. All Board committees would benefit from Board member talents. The Membership Committee will consist of Chuck Gilboy, Finis Williams and Krista Helmboldt.

BOARD VOTE: Approve the November 17, 2021 minutes as submitted.

(Motion by Finis Williams, seconded by Jaran Blessing; approved unanimously).

BOARD VOTE: Enter Executive session at 5:23pm.

(Motion by Finis Williams, seconded by Jaran Blessing; approved unanimously).

BOARD VOTE: Exit Executive session at 6:01pm.

(Motion by Finis Williams, seconded by Jaran Blessing; approved unanimously).

The Board adjourned at 6:01PM. The next meeting will be a virtual Board meeting Wednesday, February 16, 4:30pm.