



# CONCORD FOOD COOPERATIVE

## BOARD OF DIRECTORS BOARD MEETING MINUTES,

Tuesday, April 18, 2023 5PM

Hotel Concord, Concord NH and Zoom

Jaran Blessing, President, called the meeting of the Concord Food Cooperative Board of Directors to order at 5:00 PM. **Attending in person:** Jaran Blessing, Katherine Leswing, Pete Engel, Alisa Barnard, Cathy Menard, James Stever, Krista Helmboldt, Chuck Gilboy, Chris Gilbert (General Manager) and Melanie Waldvogel (Board Administrator). **Attending remotely:** Tracie Sponenberg, for Executive session. Board quorum is met (9 out of 9 present).

### REVIEW OF ENDS POLICY FOR STRATEGIC PLANNING

Katherine Leswing reviewed the Ends Policy with the Board with an eye to the future. Hybrid items may be a possibility down the road. Currently, hybrid stores are outperforming their more limited counterparts. Krista noted that education around the products sold is key. Co-op classes for children and adults are back in full swing with staff members and local experts teaching. As a co-op, we are part of a bigger cooperative system. We are local, with local farmers, local access and local members. Education around what the cooperative model is and why it's important, may be needed. The Board agreed the current Ends policy is a good foundation to move forward into the future. Upcoming Board meetings will include Strategic Planning updates from Chris.

### GENERAL MANAGER'S REPORT

The big snowstorm of March hurt the monthly sales (with a loss of roughly \$35,000), but sales for the quarter are up by 1.7%! New London lost their compressor, but handled the situation well until it was repaired. The staff have been readily taking on extra work, and spreading out previously outsourced jobs, such as cleaning. Labor cost savings from this incredible work by the staff could be imminent. The HR consultant model is working well, and Chris will report to the board on a switch in HR companies and the new consultant next month. Using these services "on call" as opposed to contract is a possibility. NCG determines the items for the end caps in-store, but new Grocery Manager Josh has been forthcoming with new and innovative ideas for displays and staff. The Board requested to monitor departments such as produce over time to compare sales and labor. The Board will vote on its Governance budget via email. The largest budget item, CBLD, will remain as the Board felt it is essential to connect to the larger co-op movement, and for the training it offers, especially to new Board members.

### PARKING SPACE UPDATE

Currently, the developer of the building proposed for next door has the right to use four double-spaces in the co-op's parking lot. Chris will send the title and/or deed related to the use of the parking lot to the Board for review. The Board will continue to look at the impacts of construction next door to the co-op.

### POLICY GOVERNANCE

**BOARD VOTE: Approve Policy B8: Logistical Support as submitted.**

*(Motion by Krista Helmboldt, seconded by Chuck Gilboy; approved unanimously).*

**BOARD VOTE: Approve Policy B9: General Manager Succession as submitted.**

*(Motion by Katherine Leswing, seconded by Krista Helmboldt; approved unanimously).*

**BOARD VOTE: Approve Policy B10: Environment as submitted.**

*(Motion by Krista Helmboldt, seconded by James Stever; approved unanimously).*

Significantly, over 150,000 plastic bags have avoided landfills since the co-op switched to reusable bags! Many reusable bags have been sold and cooler bags will be coming soon. Food

nearing expiration is distributed to local farmers, food banks, and/or sold as price reduced.

***BOARD VOTE: Approve the March 18, 2023 minutes as submitted.***

*(Motion by Krista Helmboldt, seconded by James Stevers; approved unanimously).*

The Board entered Executive session at 6:30pm to discuss financial planning.

The Board adjourned from regular session at 7 PM.

The next Board meeting will be Tuesday, May 16, 2023 at 5:00 PM, at The Hotel Concord.