



CONCORD FOOD COOPERATIVE

BOARD OF DIRECTORS BOARD MEETING MINUTES,

Tuesday, June 16, 2026 5PM

Virtual Meeting

Shawn Menard, President, called the meeting of the Concord Food Cooperative Board of Directors to order at 5:04PM. **Attending:** Shawn Menard, Abby McShinsky, James Stever, Sam Pike, Zack Sheehan, Andrew Weakly and Krista Helmboldt attended via zoom. Staff members included: Nick Schneider (Interim General Manager), Gloria Najecki (Produce Manager), Autumn Gee (Bakery) and Melanie Waldvogel (Board Administrator). Board quorum is met (7 out of 8 present).

WELCOME and MINUTES

BOARD VOTE: Approve the May 19, 2026 Board minutes as submitted.

(Motion by Abby McShinsky, seconded by James Stever; approved unanimously).

GENERAL MANAGER'S REPORT

Nick reported that May saw a net profit of \$25,222.92. Grow and Gather and Growing Mushrooms events were well attended and fun. Upcoming events include Concord's Market Days, which will feature the popular Grill and Chill in the parking lot with burgers. To cut down on the chaos of the previous summer, order tickets will be used, and burger fixings will be available inside. James suggested having a QR code or another easy way to promote membership at the co-op. Staff will be prepared for a slowdown during the summer months.

Andrew reported from a finance perspective, and thanked the staff for their hard work achieving a net profit this month. Limited Cash on Hand is a concern, and this past month the low balance is due to timing around bills and payroll. Forecasting and tracking will be used weekly to make this a priority. Paying interest only on the CFNE loan may be a way to boost Cash on Hand as well.

The new CEO of NCG will be visiting the store. Board members are welcome to come and meet her! An express lane during lunch hour rush is new, and working well.

Staff members Autumn and Gloria noted that they appreciated Nick and all he has done stepping into his role, and all he has done for the staff during this time.

FINANCE COMMITTEE REPORT

We have used \$100,000 out of a \$225,000 line of available credit at Merrimack County Savings Bank, with the remaining funds available.

BOARD VOTE: I make a motion to remove Paula Harris and Peter Deleault as authorized personnel on the Merrimack Savings Bank line of credit (LOC) and to add Jared Murray, Finance Manager, and Andrew Weakly, Treasurer, as authorized personnel. Any usage of the LOC must be done with board agreement. The authorized personnel are permitted to complete online transfers.

(Motion by Shawn Menard, seconded by Zack Sheehan; approved unanimously with Andrew Weakly abstaining).

COMMITTEE UPDATES

Nominating – Abby reported that we have two new candidates for the Board. They will need to attend either the July or August Board meeting as part of their application. All Board members running again will need to send in a photo and bio.

Hiring – Appreciation was expressed to the Board and staff for their involvement and dedication in the two-month hiring process – a very impressive feat. The Committee anticipates making an

offer to the top candidate this week, and after acceptance, making an announcement to the staff and membership.

Membership – Zack noted that themes are in place for the year, with synergy around capital raising. Onboarding of the new GM and new ideas generated from this will be incorporated.

BOARD VOTE: Enter Executive session at 5:57PM.

(Motion by Shawn Menard, seconded by Zack Sheehan; approved unanimously).

BOARD VOTE: Adjourn at 7:00PM.

(Motion by Shawn Menard, seconded by James Stever; approved unanimously).

The next meeting will take place in person at the Hotel Concord Tuesday, July 21, 2026 at 5pm.