CONCORD FOOD COOPERATIVE

BOARD OF DIRECTORS <u>BOARD MEETING MINUTES</u>,
Tuesday, July 21, 2026 5PM
Hotel Concord, Concord, NH

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, Andrew Weakly, Amanda Bauer and Krista Helmboldt. Zack Sheehan attended via zoom. Staff members included: Eric Sawyer (General Manager), Gloria Najecki (Produce Manager), and Melanie Waldvogel (Board Administrator). Board quorum is met (8 out of 8 present).

WELCOME and **MINUTES**
Eric Sawyer, new General Manager, was welcomed by the Board.
June 16, 2026 Board minutes were approved as submitted via email.

GENERAL MANAGER'S REPORT
Andrew reported that the Finance Committee reviewed the financials. June ended with net sales of -$41,000, and YTD net sales of -$106,000. These numbers are largely due to inventory adjustments every three months.
Eric said he plans to work on the Profit and Loss statement to make this easily understandable. Our YTD loss represents roughly 1% of sales, and he would like to find that 1%, or ideally 2%, in the budget. Another goal would be to build up cash reserves. Eric will plan to have a financial report to the Board a week prior to the August meeting.
We currently have 4 ½-5 days of Cash on Hand.
New London continues to work on the issue of processing food through the building. Assessment of the building will be needed to explore options.
Market Days saw a more limited Grill and Chill menu, which generated higher food sales for the day. The store saw a -$25,000 loss per day in sales. Eric will look at how to change these numbers for the positive for future events, such as for the upcoming car and coffee show.
Zack noted that Downtown Concord events consistently cause the Co-op to lose tens of thousands of dollars, and organizers such as InTown Concord should be aware of this. Closing the store during events, and/or turning the co-op into a strictly outdoor food based would help offset loss, and bring awareness to the co-op as a grab and go food vendor. Either way, the store will need to be promoted differently to the membership and public. The parking lot could be used for a fee-based structure after hours, and/or for events. There is a lot of untapped potential here.
Eric said he is looking forward to reviewing cost changes, catching up with operations and engaging with the community.

COMMITTEE UPDATES
<u>Hiring –</u> Appreciation was expressed to the Hiring Committee for all of their hard work bringing Eric on board.
BOARD VOTE: Disband the Hiring Committee.
(Motion by Andrew Weakly, seconded by Abby McShinsky; approved unanimously).
<u>Capital Raising –</u> Krista reported that the Committee is working hard on grant applications for equipment replacement and/or debt reduction. The focus currently is on a HFFI grant to replace produce and other coolers in the co-op.
BOARD VOTE: Approve the Capital Raising Committee's inquiry to the HFFI FARE grant due July 31.
(Motion by Krista Helmboldt, seconded by Andrew Weakly; approved unanimously).
Krista is very appreciative of the hard work by Committee members on this grant proposal.

Nominating – Abby announced that out of 3 open board seats, 3 board members are re-applying. This will leave 1 open seat. Out of three potential candidates, none have applied to date. Andrew suggested that re-engaging the community will help reinvigorate the store. Some ideas included: an easier application process, a longer timeline for applying, reworking the election process. Gloria mentioned the annual report can be dry, and more exciting information at the forefront could generate more excitement.
Membership – Zack wanted to keep the Annual Event in everyone's mind. Last year's successful parking lot event was summarized for Eric

Other Ideas:

- Hold a fall Board retreat this year. Focus on community engagement, marketing and ideas from Eric.
- Host in-person listening sessions. A customer survey is planned.
- Engage members prior to the Board meetings at the store.

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 virtually Tuesday, August 18, 2026 at 5pm.