



## Board Meeting Minutes

11.17.2011

**Attendance:** Jayne, Rochelle, John R, John N, Rob, Julia, Erin, Eric, Ron, Fern (notes)

### **Agenda**

Announcements

Mission Statement / Agenda Review

Commitments Review

Member Comment

BPC Report

Expansion Team Proposal

Committee Reports

Staff and Board Party

Personnel (Executive Session)

### **Announcements**

- The three new elected board members Josh, Joseph and Cezanne attended to observe the meeting
- Two reps from Jerusalem peace makers are coming to town to do a presentation at Traditions Sunday evening and will be meeting with Co-op staff and board Sunday at noon here at the downtown office.

### **Commitments Review**

- ***John will ask about the price per basket for John N NO***
- ***Jayne will contact CSF with the Boards decision to their request NO***
- ***Jayne will check in with Mo about sharing the mailing list with the trust. YES***
- ***John will run this request by Grace and Corey for their opinion.***
- ***Fern will communicate with Eric, Rochelle, and Rob about Annual Meeting YES***

### **Member Comment**

Michael Lowsky, a staff member spoke about his concerns regarding the Board's decision to join the BDS boycott of Israeli products.

### **BPC Report**

Jason attended to present the BPC report. The Staff are still working on the budget, and are nearing the end of the budget cycle. Second draft will be at the next collective meetings. Staff cashiers and part-time non-collective workers proposals, as well as discussions about benefits, will happen at November and December collective meetings. In December, staff will also work on restructuring and return policy issues. Today was the beginning of turkey time 300 birds were delivered to the eastside.

### **Expansion Team Proposal**

**SEE ATTACHED DOCUMENT**

The Board would like to add a member at large to the committee creating a five-person committee. Add to vision a date for final proposal that includes buy-in from the constituent groups, Aug 15<sup>th</sup> 2011. Add vision document to work plan. Bring things to finance team first.

### ***CONSENT***

### **Committee Reports**

**Member Relations-** lost a board member and one of the members at large so the work has been slow going, they are engaging in the outreach portion of the member engagement process and working with a graphic designer.

**Finance-** The Board reviewed third quarter statements. Gross sales were \$10.3 million, with an unanticipated profit of \$82,000. Some expenses are over-budget for the year to date, such as credit and debit. Others are under, such as medical expenses (\$109,000 under budget).

There was discussion about the cost of credit and debit charges and whether educating the membership about the costs can lower this number.

Sales growth at the eastside store was 7.9% and at the Westside 4.25 %.

**Farm and Local Products-** is continuing their work on work place justice and what will be applicable to farm workers in our area.

**Boycott Review subcommittee-** close to bringing their final recommendations to Board.

**Outreach-** is working to bring the branding in by the end of the year. Outreach to the membership will begin December 5<sup>th</sup>. Outreach is also reorganizing their work and adding donations.

**2012 -** Have selected two members of the staff to go the CECESOLA. Their next meeting will be making travel plans. There was a fair amount of interest and very strong applicants.

**Eco planning -** did not meet

**Newsletter -** Made a newsletter. Color printing, which adds cost but makes it lovely!

### **Staff and Board Party**

There is money in the training budget to have a party Tuesday December 6<sup>th</sup>. We have never had a party like this. The Board needs to decide whether to close the store early and how early.

Outreach put the idea of the party and dates out to staff for feedback. There were numerous requests from staff to start early so that they could bring their kids. Many staff were fine with closing the stores early, some offered to work the stores instead of attending the party.

The Board feels that this is an operational decision and staff should decide.

### **Personnel (Executive Session)**

The Board is supportive of the Staff Overtime proposal with the following amendments

1. The Board would like the proposal to be re-worded to clearly state that the Co-op's goal is to minimize overtime

2. The Board would like a report from the Finance committee after the first quarter, and a report after the one-year evaluation of the system.

- ***Harry will clarify the proposal format and will bring it back to the Board for final consent.***

**The Board also crafted the following message to the Boycott Review subcommittee:**

If the remaining members are willing and able to proceed without any board and staff defendants on the committee then the board welcomes them to move forward and present the board with their work ASAP. If the committee would like an additional staff member on the committee the board consents to that.

**Commitments**

- **Harry will clarify the proposal format and will bring it back to the Board for final consent.**
- **Jayne will notify CSF with the Boards decision on their request.**

**Next Meeting**

Expansion committee work plan and questions brainstorm  
Budget 2012: version three  
HABA Markup proposal  
Personnel (proposal)

**Decision Report**

**October Minutes- Consent Via email**

**ATTACHED DOCUMENTS**

**EXPANSION:**

## **EXPANSION COMMITTEE REVIVAL**

The Olympia Food Co-op expansion has been focused on downtown opportunities for over four years. With a shifting economy and global climate our world and community has changed in this time, as have our opportunities. In 2010 the Co-op purchased neighboring lots to the Eastside and Westside Stores. These lots present a myriad of possibilities for our organization and for our bursting at the seams existing stores.

Today one staff member represents Expansion; this proposal serves to change this. Our organization needs to prioritize healthy expansion with a team of skilled and committed individuals, The Revitalized Expansion Committee. This committee will serve the Board, Staff and Membership to support our mission within expansion and within our current realities.

**Proposal:**

***We propose the re creation of the Expansion Committee. The Expansion Committee will consist of three Staff members (Expansion coordinator, Facilities rep, Staff member at large) one Member at large and one Board member.***

**The Vision:**

The Expansion committee will be directed by the Board and motivated by Staff and the membership. The committee will explore all options for expansion including updating our previous visioning and clarify the organizations current needs and desires.

The Expansion committee will work in conjunction with the Little House Task Force to facilitate the realization of the proposed Little House project. The committee will also facilitate any future opportunities for Eastside and Downtown expansion. The Expansion committee will bring a final proposal that includes buy-in from the constituent groups, Aug 15<sup>th</sup> 2012.

**The Process:**

Personnel will solicit one facilities staff member, and one staff member at large interested in serving on the committee by December 15<sup>th</sup> 2011. The Board will designate a rep to the committee also by December 15<sup>th</sup> 2011. Fern as the Expansion coordinator will convene the committee for its first meeting in January 2012. The Committee will report to the Board and Staff Collective monthly.

**Identified tasks**

- Create a Vision Document
- Re Draft committee charter
- Evaluate previous Expansion vision and clarify
- Address any concerns gleaned from downtown expansion project
- Begin Eastside Expansion basic cost estimates
- Gather feedback from Staff
- Gather feedback from membership
- Utilize NCGA resources
- Coordinate with Finance CAT
- Coordinate with Merchandising CAT
- Support the Little House Task Force expansion project
- Facilitate and investigate Downtown Expansion opportunities

- Report to Board at their monthly meetings
- Report to Staff at monthly Collective meetings via Board report
- Write newsletter Expansion updates

### **Commitments and Work Plan**

- Personnel will solicit Staff Reps by December 15<sup>th</sup> 2011
- The Board will designate Board Rep to the committee by December 15<sup>th</sup>
- The Expansion committee will convene January 2012.
- Final proposal August 15<sup>th</sup> 2012.

*November 12, 2011*