



Board Meeting Minutes

6.18.2015

Attendance: Eric Mapes, Teresa Young, Isabella Rogol, Matthew Schmezler, Max DeJarnatt, Habib Serhan, Fern Moore (*Board Observer*), Alejandro Rugarcia (*Staff Representative*), Grace Cox (*Facilitator*)

Absent - Micheal Snow, Desdra Dawning, Mohammed El-Sokkary

Agenda

Agenda Review
Announcements
Mission Statement
Commitments review
Member comment
Member Relations Charter proposal
Staff Report
Committee Reports
Break
Solidarity for VT Dairy workers
Elections and Annual Meeting
Advocacy Committee charter Draft
Strategic Priorities
Commitments
Executive Session
Meeting Eval

Announcements

- Desdra is unable to attend tonight's meeting
- Alejandro is serving as the Staff rep tonight.

Commitments review

- *Fern will change 'Co-sound' committee from 'co-op development' committee - complete*
- *Desdra will write an article for the newsletter about the I-735 initiative. Complete*
- *Fern will post the I-735 initiative proposal in the staff proposal journal for staff approval - complete*
- *Fern will follow up with the I-735 initiative volunteers to set up petitions in the stores- complete*

- *Fern will coordinate a meeting of the elections task force with Eric and Desdra - complete*

Member Comment
None

Member Relations Committee charter proposal

See attached Document #1

The Committee met yesterday and continued work on the charter. They wanted Board input on the draft. There were no concerns or changes from the Board.

Proposal-

**The Board of Directors approves the Member Relations Committee charter.
Consent**

Staff Report

There are four brand new staff people that are in training at the moment. The five that were hired in February are finishing training and starting to take on coordination and management work. The Collective is grappling with a few issues, 1. How we define a vacation and how we handle it with coverage while taking into consideration other types of leaves. We are trying to come up with ways to serve flexibility for staff and coverage for the collective. Another thing is a conversation about changes to how we do final consent on proposals in the journal and ways of making this more effective. We are continuing to grapple with filling the Staff rep to the Board position. We are also ready to kickoff the budget process. In preparation for the budget process is looking at our overall compensation package in comparison to other co-ops and considering a possible raise in minimum wage. That conversation has been enlightening to folks.

Committee Reports

Co Sound- will start working on a charter.

Finance- We are starting to show incremental growth at the Eastside store. West sales have been strong especially since the garden center opened. We are showing growth not just at the garden center but also inside the newly remodeled store. We are conducting inventory on June 30th. We will be beta testing using the catapult system to auto count inventory. Finance is also gearing up for supporting expansion and budget season.

Personnel- talked about the proposal for the organizational health proposal. They also talked about the handbook. They have a new staff member on the committee. There is a possibility that an H.R. issue will be coming to the committee.

Local- The committee hosted the Local Eats events this past weekend. It was a success and was better than last year. They will be having an eval meeting on the 24th

Standing Hiring- has not met

Member Relations- The two Staff members on the committee are leaving the group, they will be replaced soon. They discussed the charter draft, and also discussed the round up policy. They will be gleaning round up policies from other Co-ops with round up

programs. They need to clarify the Annual Meeting and Elections tasks with the Board observer.

Expansion - the Eastside Expansion process proposal document passed the other expansion proposals are in process. The committee is also scheduling with the Development Co-op.

Eco planning- no action yet

Board Staff Relations task force- working on a revised draft of recommendations. They hope to meet with the Board facilitator to discuss increasing their role in Board support.

Discount Task force- Rafa will be convening the group, scheduling is in process.

Elections Task force- They met and have an agenda item later in this meeting.

Solidarity for VT Dairy Workers

See attached Document #2

Grace updated that Ben and Jerry's did agree and had a meeting with Migrant Justice. The previous stumbling block had been that Ben and Jerry's wanted to meet with the farmworkers but they wanted it to be with the farmers as well. The farmworkers wanted a meeting before meeting with farmers. They wanted an opportunity to speak directly. The one place they are not yet aligned is around signing a contract about farmworker justice with Migrant Justice.

Grace was on the conference call with the Domestic Fair Trade Association (DFTA). Ben and Jerry's are their only corporate associate membership. They discussed the issue on the call and decided that DFTA wanted to make a statement on the issue.

Grace drafted a letter that would come from us, rather from the Agricultural Justice and it will go directly to Ben and Jerry's.

Proposal-

**The Board of Directors approves the letter to Ben and Jerry's.
Consent**

- *Alejandro will coordinate the signing and sending of the letter to Ben and Jerry's*

Elections and Annual Meeting

The Member Relations committee discussed the Annual meeting setup and cleanup. They are working on getting a venue secured. Possible sites include- the Children's museum, Capital theater, or the Senior center. Possible dates are Oct 24 or the 25th. They are also thinking about doing a weeknight instead of a weekend.

The Elections task force met and discussed recruitment, election participation and the Board application.

The task force proposed changes to the application to simplify the questions.

1. NAME:
EMAIL ADDRESS:
PHONE NUMBERS:
2. Why do you want to be on the Co-op Board of Directors?
3. What general abilities and skills would you bring to the Board?
4. What vision do you have for the Co-op?
5. What else would you like to share?

Proposal:

**The Board of Directors approves the changes to the Board application
Consent**

The Elections task force discussed election participation. They would like to get new ballot boxes made for the in store polling stations. This would be expensed to the Board budget line item. They also will be requesting new election materials from the the Newsletter, Outreach and Signage to reduce the amount of paper used for elections materials.

The task force discussed ways to increase voter participation. Eric examined the bylaws and saw no provisions that would impede online voting. With the new website roll out this year and the pending update to our membership system, this puts us in a position to also institute on line voting for next years election.

Proposal:

The Board requests that the Co-op Staff (Website coordinators/Tech) develop a plan to allow members to vote in Board elections via the Co-op website or other electronic means, in time for the 2016 election, & to bring the plan to the Board with an estimate of the required staff hours and/or budget by the September Board meeting.

Consent

The group also discussed recruitment. The task force would like Board Members to commit to at least two shifts of tabling outside of the store. The Board agreed. A tabling schedule will be created and brought to next months meeting.

The elections task force will meet Monday July 27th at 630pm with Member Relations to suss out the Annual Meeting tasks.

- Fern will coordinate another meeting of the elections task force
- Fern will email the Annual Meeting task list to Member Relations

Advocacy Committee Charter

See attached Document #3

Max drafted this charter based on a conversation about advocacy earlier in the year. He used a template from one of our existing committees. The Co-op is full of astute radical thought, a committee of this sort would serve the membership and the organization values.

There is support from the Board in this idea, in fostering democracy, and social justice and our overall mission statement.

There were changes made in the meeting to the charter draft. There are some redundancies in the draft, that need to be addressed and clarify the roles of action and filtering causes.

- **Max will redraft the Advocacy committee charter**

Strategic Priorities

The Board has been working with the strategic priorities created at the Board retreat. Many of these priorities are in process. We need to conduct a feedback process with staff, incorporate feedback and consent to the overall strategic priorities.

- **Fern will draft up a strategic priorities document for staff, to review with the board at next meeting**

Executive Session

Proposal

The Board authorizes the Co-op to pay the petitioners bill of cost.

Consent

Stand Aside- Eric Mapes

Commitments

- *Alejandro will coordinate the signing and sending of the support for dairy workers of VT letter*
- *Fern will coordinate another meeting of the elections task force*
- *Fern will email the Annual Meeting task list to Member Relations*
- *The elections task force will attend the next Member Relations meeting July 27th*
- *Max will redraft the Advocacy committee charter*
- *Fern will draft up a strategic priorities document for Staff, to review with the Board at next meeting*
- *Fern will pass on online voting to Tech and Outreach for development*

Meeting Eval

The Board requests that the Board observer send out a reminder email 3 days before the scheduled Board meeting.

Decisions made out of Meeting

1. May Board Minutes Approval- Decision made via email

Consent

2. Support for Olympia School District Teachers - Decision made via email

Good Afternoon Olympia Food Co-Op Board,

I'm Simone Boe, a community member, co-op member (pink card!) and parent in Olympia.

I don't know if you've heard but the Olympia School District teachers are walking out on the afternoon of Tuesday, May 26.

They are protesting the legislature, not the school district, and their failure to fully fund out school--smaller class sizes, professional pay (they haven't received a cost of living adjustment in 6 years).

I'm organizing parents to join/support the teachers in their walk/rally on May 26.

I wonder if you'd be visibly supportive of our Olympia teachers by posting a sign on your door stating that the business supports educators in our community. I've attached the flyer that I'm approaching area businesses with as well as the flyer that's going out to parents and community members.

Please consider your visible support of educators--they are standing up for our children which takes courage.

Proposal:

The Board approves the posting the flyers that show support for the Olympia School District Teachers

Consent

Attached Documents

1. Member Relations Charter Draft

Member Relations Committee Charter

Updated June 2015

(Note: Modifications and additions in red font.)

Purpose: To facilitate communication between the membership and the organization by doing the following:

1. Respond to member complaints and concerns.
2. Create and maintain a member guide that includes all policies and procedures relevant to members, a description of co-op decision-making structure, information on “who to go to for what” kinds of questions/needs/problems, how to join a committee, etc.
3. Maintain clear petitions/tabling policies for the stores.
4. Organize member engagement events, including *Co-op Conversations*, to encourage a sense of community and provide an interface for member feedback.
5. ~~Oversee emergency relief donation requests. (Emergency relief proposals come to MRC.)~~ Create and maintain policy and procedures for the Round-Up Donation Program at the Registers. Coordinate requests for groups/organizations applying to participate in the program, including channeling requests to the Process Support Coordinator for Staff Collective consent and to the Board for approval.
6. Support hosting the Annual Meeting. Collaborate with the Board on setting the date and time as well as the budget for this event. Coordinate logistics, including booking the venue, entertainment, food, set-up and clean-up.
7. Support outreach for Board elections. Collaborate with the Outreach CAT for tabling at the Harvest Party, and utilizing Co-op outreach programs (in-store signage, newsletter, social media). (note: This task was not in the original charter but was a question and suggestion that came up when Janie and Keziah last attended the Board meeting.)
8. Support outreach at community events.

Committee Make-up

- 2-4 Board members
- 2-4 Members-at-large
- 2-4 Staff members (including at least one representative from the Outreach CAT)

One of the staff members will act as committee coordinator/facilitator.

2. Statement on Migrant Justice and Ben and Jerry's

The Olympia Food Co-op has a strong and articulated commitment to social justice and economic democracy. As such, we have been following the Milk with Dignity Campaign, a worker-driven social responsibility program modeled after the Fair Food program in Florida and sponsored by Migrant Justice. We are aware that they have approached Ben & Jerry's with a contract addressing farmworker justice in milk sourcing.

We are encouraged to learn that, on July 9th Ben & Jerry's met with Migrant Justice to discuss the Milk with Dignity Program, a worker-driven social responsibility program modeled after the Fair Food program in Florida. According to Migrant Justice, the talks were productive save for the issue of Ben & Jerry's signing a legally binding contract between Migrant Justice and Ben & Jerry's that creates an enforceable legal framework for the entire program.

Olympia Food Co-op is a founding member of the Domestic Fair Trade Association, of which Ben & Jerry's is an associate member. As members of a trade association that promotes solidarity throughout the full supply chain, we urge Ben & Jerry's to sign the contract. In the words of the DFTA, "This demonstration of trust and commitment gives Ben & Jerry's the opportunity to show that the values behind the fair trade label it promotes are meaningful in their own backyard."

We hope that Ben & Jerry's will continue to work with Migrant Justice even while expanding the stakeholders at the table, including family scale farmers. The history of marginalization of farmworkers in the agricultural system in the U.S., however, warrants specific attention and requires us all to work to amplify farmworker voices in safe and respectful spaces.

Thank you,
Olympia Food Co-op
Board of Directors

3. Advocacy Committee charter draft

Charter of the Board Advocacy Committee

The Board Advocacy Committee is authorized by the Olympia Food Co-op (OFC) Board of Directors (BOD) to carry out any and all activities related to its purposes as described below.

Purposes:

- To present BOD the opportunity to endorse relevant local, regional, national and international political causes
- To develop framework to guide consideration of support requests
- To field support requests for official endorsements/further action from local causes
- To make monthly assessments of current, on-going advocacy campaigns to evaluate efficacy and ensure relevancy and message consistency.
- To solicit input from the collective and membership regarding political causes and effective tactics.
- To devise action plans to enable increased civic engagement of the coop community
- To apprise membership of local action and opportunity via the website, social media, store bulletin boards, and the newsletter.
- To coordinate political action locally

Structure: The Board Outreach Committee shall consist of a minimum of three individuals: two active BOD members, and one Staff member who will coordinate and support the activities of the committee (and who has a number of paid hours, as determined by the staff, per week, to do so). As many as three additional members may comprise this committee - bringing it to maximum capacity of 6 members total. Any additional members must be interested and qualified co-op members who have been appointed by the BOD. Committee members shall be appointed by the board on a yearly basis. These appointments shall be made within the 60 days following the BOD elections, except for the committee member who is a member of the staff, as they will instead be appointed by the staff during the same period of time.

Process: The Board Advocacy Committee shall meet at least once per month and all decisions shall be made by consensus.

Guidelines: In seeking direction and making determinations as to whether or not their activities are in accordance with the purposes stated above, committee members shall refer to the Articles of Incorporation and the OFC Bylaws, as well as soliciting advice from long-time staff members. They shall also consider such materials as are available from organizations whose purposes are compatible with those of the OFC as stated in the Articles of Incorporation