



## Board Meeting Minutes

6.15.2017

**Attendance:** Julianne Panagacos, Micheal Snow, Jaime Rossman, Casey Hook, Jim Hutcheon, Sam Green,, David Copley, Grace Cox (*Board Facilitator*), Laura Love (*Staff Representative*) Fern Moore (*Board Coordinator*)

**Absent:** Brian Frisia, Desdra Dawning

### Agenda

- Agenda Review
- Announcements
- Mission Statement
- Commitments Review
- Member Comment
- Hiring Proposal
- Committee Reports
- Staff Report
- Break
- Chaplin /Thompson Round up proposal
- CECOCESOLA Round up proposal
- Board Retreat 2017
- Elections 2017
- Executive Session
- Commitments
- Meeting Eval

### Announcements

- Desdra and Brian are unable to attend. Sam will be late.
- The Working Member Appreciation BBQ is this Sunday at Priest Point park from 12-4 pm.
- Grace announced that there is an upcoming conference hosted by Provender. There are some interesting workshops that the Board might want to attend. Provender will be followed by an event coordinated by CDS, that event is particularly promoted for Board-s. There is money available in the Board budget to attend the training(s).

**- Fern will forward the Conference email links to the Board.**

- Signage has been working on new Board of Director posters for the stores. They will be coming soon.
- David announced that they are now hiring for the Bikes and Kids program. Any one that has skills with bikes, likes working with kids and that has weekday availability should contact him. They will be paying 12\$ an hour.

### Commitments Review

- **Desdra will bring the suggestion of contact management software to Member Relations as well as developing ways to honor Seniors** Pending
- **Casey will contact Staff about if Contact management software is available within the Catapult system** There are some capabilities which needs more investigation.
- **Desdra will write up a history about the newsletter** Pending
- **Grace will bring the detail on the board budget usage over the year and the a copy of the current board budget** Pending
- **Brian will research processes of recording executive session notes** Pending
- **Julianne will schedule a meeting with BPC and organizational health** Scheduling has been difficult. Grace will take on putting it on a BPC agenda.

### Member Comment

None

### Hiring Proposal

The Staff has consented to this proposal. As per the Bylaws the Hiring committee is seeking consent to the Hiring from the Board.

Additionally, The Hiring Committee would like to offer one of these positions to a pre approved candidate that is now available to accept a job. The Board has consented to this candidate in the last hire and they would like to procedurally check that that Consent still stands.

#### Proposal -

**The Board approves the request that the Hiring Team offer the pre approved candidate a position.**

**Consent**

#### Proposal

**The Board approves the hiring of 7 new Staff**

**Consent**

#### Feedback:

Jaime suggests that the Board authorize some level of staffing instead of consenting to each hire.

**- Fern will forward the feedback to the Hiring Committee**

## Committee Reports

**Advocacy-** has not met.

**Co-Sound-** has an agenda item later in this meeting. They have continued to research the Co-op network healthcare plans and made great movement towards creating a legitimate program. The NWCDC also asked them to consider taking over coordinating *Co-opatopia*. The Committee also scheduled agenda time for Collective meetings to present the power point presentation they presented to the Board earlier.

**Finance-** has not met from the previous meeting. Although glancing at the recent financial reports, shows that we are in the same boat. Sales are down but Cash remains steady. Board budget planning starts next month please bring any initial Committee requests to the August meeting

**Expansion-** The Sub Committee is up and running and has met with potential leads. The Committee is continuing their work on process documents for the Eastside remodel. They will be presenting a project manager job description next month or via email if it is ready earlier. David and Grace attended a recent presentation on the downtown parking strategy.

**Eco Planning-** They are putting together a proposal about upgrading the lighting at the stores. They are also looking at upgrading the toilets. A short Committee report will be published in the next issue of the 'Table'.

**- Casey will forward the lighting report to Jaime**

**Personnel-**met last week. They discussed Personnel issues. They will need to schedule extra meetings. There will be more things to report after the August meetings.

**Member Relations-** The Committee is wondering about their role in Board Elections and would like to solidify those responsibilities and tasks. They discussed the Community Sustaining Fund Round up and ways to declare it as our official Round up, a proposal will be coming. They also are working on more detailed guidelines for Round ups. They will be scheduling to do more tabling for the Discount Program changes.

**- The Elections Task force will clarify election support and duties with Member Relations**

**Local-** Have recently started showcasing Local products! For the last four weeks they have been demoing local products with local produce. Last week it was turnips and hummus. They will be expanding this program to the Westside. Scheduling has been difficult.

**Standing Hiring-** has not been contacted.

**Bylaws Task Force-** has not met due to Staff medical leave. Grace marked up simple changes. But the larger pieces may have to wait till 2018, unless it all comes together and the Board can consent via email.

*Suggestion:*

Jamie asks if possibly just deleting the specifications for how voting would be enough to ensure online voting for next year.

**Elections Task Force-** has not convened but is scheduling a meeting. Election Materials have been edited and are off to the printers.

*Feedback:*

Julianne suggests that each of the CATs have an intersecting Board Committee.

Grace adds that Finance CAT and Committee are an example of this. It is beneficial, they each have very different roles but it increases communication. *Retreat topic?*

## **Staff Report**

At recent Collective meetings, Staff discussed the upcoming Staff retreat and possible overall goals. Big Picture CAT is working on those next steps. The Staff consented to the recent Hiring proposal. Big Picture CAT continues to work on constructing the Collective meeting agendas. Merchandising has moved the Eastside Customer Service station and continues making adjustments in the slight changes made to improve flow at the Eastside store. Merchandising is reviewing feedback from FEMS (Front End and Member Services) and looking to make improvements as needed. The 2018 Budget process timeline was created. Staff also continue to work on the scheduling changes and the Task force will be making proposals related to this soon. Outreach has an official interest meeting in filling the two open spots. Outreach continues to plan and coordinate the 40th Anniversary Party and Annual Meeting. They are working on a video with Local vendors and are still looking for old photos and videos that folks may have. Staff are looking at Conferences and upcoming Training opportunities. Working Member CAT has been working on the Working Member BBQ party.

## **Board Retreat Agenda**

Laura, Jamie and Desdra met a couple of times and continued to do some planning for the upcoming retreat. The retreat site has been secured. They circulated a draft agenda for the Boards review. They discussed whether we are ready to create a strategic plan or do we need more preparatory work. They propose a retreat of Board empowerment, to set us up for the 2018 Retreat. A chance for us to build our skills and practice with the strategic priorities that were developed by the previous Board.

The Draft agenda is as follows:

- Develop group norms then a break for lunch
- Establish a foundation for our work together.
- Self reflection of where we are as an organization. Use that understanding to inform the next section of following through.
- Put in place Action plans that would set us up to practice the skills until the June retreat in 2018.

They have asked a former Staff member to facilitate and are also asking for other recommendations. We want outside facilitation but we also want to self facilitate, as the Retreat is about Board empowerment.

Food – two to three restaurants and have it brought to the space

**Feedback:**

*Micheal*- consistent facilitator for the retreats would be great. structurally seems wonderful. With added flexibility. Presentation materials and more interactive.

*Jim*- Thanks for all the work. Likes it

*David* - likes that there are goals for each section. Would like there to be a clear pause between the sections.

*Sam* - facilitation should be flexible. He does not want to spend too much time on the ice breaker, we already work together.

*Julianne*- sees that the missing thread is in who carries that thread forward if it is not one person's responsibility. With development work there needs to be support and accountability.

The Board feels that the Sub Committee should make a decision about the facilitation.

If there is more formal feedback on these topics, or if you have any interest in developing any of these sections or presenting them let the Sub committee know. The Sub Committee will bring back more details.

**Chaplin / Thompson Round Up Proposal**

SEE ATTACHED DOCUMENT #1

Staff Members Becca and Diane attended to present the proposal to the Board.

The Round Up proposal for the Chaplin Thompson family is in reference to an incident in May 21 2015. Two brothers were shot by an Olympia police officer. The family has incurred many expenses. One of the brothers is in a wheelchair. This Round up proposal fits into our Mission Statement in a number of ways, as detailed in the document. Rather than giving to a nationwide movement, this is a direct way to support a local family affected.

**Feedback :**

*Casey*- has concern about providing support to support to a specific family will not address the systemic problems that are inherent

**Response:**

*This doesn't preclude having a Round up for another systemic cause. (YWCA Racial Justice Summit is an option) The group could put together a list of possible organizations. We donate to Standing Up to Racial Justice monthly, as well as other causes through our ongoing Donations program. There are other ways that we can continue to support this work outside of this particular Round up.*

*Laura*- Thinks this is a wonderful example of 'Think globally, Act locally.' It is a problem and any way we can address it is crucial.

*Sam*- Has this Proposal been presented to Staff ?

**Response:**

*It is currently in the Proposal Journal for two more days. On last check, there were all Consents and positive comments.*

*David*- How often Round up proposals are developed within Staff or are requested from outside of the organization ?

**Response:**

*They have come from both. Many have originated from Staff but other Organizations have also requested them.*

*Jaime-* Would like to see what process documents there are for the Round up program.

*Response:*

*Member Relations has been the group that coordinates Round up requests. They have been trying to deal with the issue of having multiple Roundups at the same time as well as minor process concerns within the Round up process. Many Co-ops have multiple options for donations.*

The Board supports more structure around the Round up process.

The three month time period as outlined in the Proposal, should be amended to be six months which is the standard length for Round ups. This was an error.

**Proposal-**

**The Board approves the Chaplin / Thompson Round Up. With the amended change of extending the time period to six months upon approval of Staff.**

**Consent**

**Stand Aside-** Laura

**CECOSESOLA Round Up Proposal**

SEE ATTACHED DOCUMENT #2

Staff Member and Coordinator for Co-sound Committee Emma presented the Round Up proposal to the Board. Our Food Co-op and other Co-ops as well as other Organizations in the area have a strong relationship with a network of Co-operatives in Venezuela, CECOCESOLA. We have participated in two exchange programs over the years. Venezuela is going thru an intense political and economic crisis. We hear from our friends that they are having a hard time running the Co-operatives and supporting their own families. There is a food shortage and basic needs are not being met. We are very unsure when we will be able to have another exchange or work directly with them. This Round Up is way to offer them direct support right now. They will be creating signage, tabling outside of the stores in August and are also publishing a short article for the next issue of 'The Table.'

*Feedback:*

Jim-What are the typical proceeds for a Round Up?

*Response:*

*It varies wildly. Standing Rock was an all star.*

Round Up requests should go to Advocacy Committee. *Future Agenda item.*

**Proposal-**

**The Board approves the CECOCESOLA Round up**

**Consent**

**Stand Aside-** Laura

## **Elections 2017**

Ideally we have 3 seats open for election every year. This year there are 3 seats coming up for election.

Julianne thinks that we should allow people to be less or more involved. Laura adds that this is something they would like to discuss at the retreat.

### **Proposal -**

**The Board of Directors will run 3 open seats in the 2017 Election.**

**Consent**

- *Laura will send out the Board term list to all*

## **EXECUTIVE SESSION**

### **Proposal**

**The Board consents to a direction on how to proceed regarding legal matters.**

**Consent**

## **Commitments**

- *Grace will send Julianne, Desdra and Laura dates for an Org Health and BPC meeting.*
- *Fern will forward the Conference email links to the Board.*
- *Fern will forward the feedback to the Hiring Committee*
- *Casey will forward the lighting report to Jamie*
- *The Elections Task force will clarify election support and duties with Member Relations*
- *Laura will send out the Board term list to all*

## **Meeting Evaluation**

- Stronger hand on facilitation
- There was better facilitation in Executive Session this time

## **Next Meeting**

**Annual Meeting**  
**Board Budget 2018**  
**Board Recruitment**  
**Board Retreat**

## Decisions out of Meeting

1. Approval of June Board Meeting Minutes  
Consent

## Attached Documents

### 1. Chaplin / Thompson Roundup Proposal

TO: Board of Directors

FROM: Kitty, becca and Diane

RE: **Proposal for Round-Up at the Registers for the Chaplin/Thompson Family**

7/7/17

### Background

On May 21, 2015, two young black men, Andre Thompson and Bryson Chaplin – brothers – were chased and shot by an Olympia Police Officer who suspected them of stealing beer from an Olympia Safeway store. The officer was not injured nor charged with any wrongdoing. The gunshot victims sustained physical, emotional, psychological, and financial harms that are likely to have lasting effects on the remainder of their young lives.

The Police Officer stated that he “feared for his life”, and a law enforcement review board determined that his actions adhered to OPD policies. The officer’s fear and law enforcement policies and practices have been developed and cultivated over centuries, in ways that perpetuate injustices and inequalities that harm black and brown people and promote white supremacy. These social systems continue to bloom as if from the seed of a deadly sickness, planted when the first black lives were kidnapped and forced to labor on these shores. The white officer’s fear, like many of us white folks’ fear, continues to be cultivated, encouraged, and normalized. White people continue to benefit from these systems as black and brown people struggle, suffer, and are victimized by the police.

In this specific incident, we are looking to gather funds for this family to help pay for their legal process (both men were put on trial for assaulting an officer), medical expenses (both men were hospitalized. One, Bryson, is paralyzed from this event), and other expenses.

### **How does this proposal fit into our Co-op’s mission statement and goals?**

The Co-op’s mission directs us to “encourage economic and social justice”, and one of our goals is to “support efforts to foster a socially and economically egalitarian society”. We follow these directives because we recognize that the lives of our members, and the Cooperative itself, exist in a larger context – a world in which there is injustice and inequality.

The Black Lives Matter movement calls particular attention to the fact that in our world, black lives are systematically and intentionally targeted for demise. Black lives have not been treated



as if they matter. The BLM Movement is not an organization that provides a service, but instead it aims to rebuild black liberation through grassroots organizing. While we support the work of the BLM movement, we also recognize the gunshot victims' critical need for financial assistance even two years after the fateful night of their shooting. At the Co-op, the Round-up option can offer a way for our members to help mitigate the financial toll that this ordeal has taken on this one black family.

Co-op members share an incredible variety of riches and benefits, ranging from access to healthy foods to the option to participate in the governance of the organization. As we enjoy these benefits, we're offering members an opportunity to help respond to the inequities faced by members of our community in dealing with the systemic bias carried out by law enforcement against black people throughout the country, as well as in our own city. The Co-op's Roundup option provides a method for members to take direct action to repair the harms and injustices endured by those two young black men. Funds will be disbursed directly to them.

### **Process**

1. In reviewing the original draft of this round-up request, the Member Relations Committee had questions regarding the lack of clarity in our policy: is the round-up intended for groups/organizations only or is it also for individuals? The Member Relations Committee thinks this may be the first request in which individuals are recipients and therefore this request could set a precedent for future requests. While the committee didn't feel that this concern would impact this request/prevent it from moving forward, Member Relations Committee members would like to do some policy work to clarify this.
  - a. In response, those of us bringing this request suggest that the co-op has gotten close to donating to an individual with the Magic Kombucha round-up. Magic Kombucha is a business and an individual in our community that was negatively affected by arson. Magic Kombucha round-up money went directly to Rachel Carns and she was left to use the money in whatever way she saw fit. Considering that our organization values avoiding conflating businesses and individuals or placing a business in a higher needs category than individuals, we think with the Magic Kombucha round-up we may already have a precedent for gathering funds for individuals. We advise the Member Relations Committee to consider this when they do policy work around the issue of round-ups for individuals.
  - b. Additionally, organizations often gather funds and then distribute them to individuals. In gathering funds for the Chaplin/Thompson family directly, we are essentially acting as an organization gathering funds, and we are an organization that would be passing along all of the gathered funds, which is not the case with some organizations.
2. Outreach will help with marketing (signage, website, Facebook, Co-op blog, newsletter) to raise awareness within our membership and customers.
3. The Bookies will coordinate with POS about setting up the fund account at the registers and will handle sending funds to the above organizations.

4. The proposal will be presented to the board at their meeting on August 3<sup>rd</sup>.
1. **PROPOSAL: The Co-op create and implement a round-up to gather funds for the Chaplin/ Thompson family. The round-up will begin August 2017 and go for three months. Funds will be delivered directly to the Chaplin/Thompson family.**

## 2. CECOSOLA Round Up Proposal

### **CECOSOLA ROUND-UP PROPOSAL**

AUTHOR: Emma Thomson

DATE: 6.06.2017

### **REQUEST FOR THE ROUND-UP DONATION PROGRAM AT THE REGISTERS**

Name of Group or Organization: CoSound Cooperative Network

Contact Person: Emma Thomson

Phone Number: 206-304-0566

Email: emma@olympiafood.coop

**Have you applied before?** No

**Date and duration of Round-Up Request:** 6/6/17, duration: 6 months

### **How does your group or project align with the Co-op's mission statement and goals:**

CoSound is a committee of the Olympia Food Coop board focused on cooperatives empowering each other through sharing resources, education, and mutual support opportunities. Our largest project so far has been organizing two exchanges with the CECOSOLA cooperative network in Barquisimeto, Venezuela. Through these exchanges, cooperative members from both groups have forged strong bonds with each other, invested in continuing our relationship through small acts of solidarity.

The economic crisis in Venezuela has grown along with our relationship in the past few years, since the death of former President Hugo Chavez shortly after the first exchange. Members of CoSound know, through talking with our comxps at CECO and through Barquisimeto regularly, that many are struggling to meet their family's basic needs and continue their work running the CECO cooperatives. Our options for offering support are limited by the increasingly difficult nature of traveling between countries and the economic crisis, and we are not sure when we can hold another exchange.

In the meantime, we would like to offer financial support through a Round-Up donation. We chose the Round-Up program specifically because many of the expansion projects within CECO have been funded by donation jars at the ferias' registers. This money would go directly to CECOSOLA's emergency support fund, which is managed collectively for CECO members and their families to access during emergency financial situations. We believe that this aligns with our mission because the Olympia Food Coop already has an established, strong relationship with the CECOSOLA network. We know that every part of our mission statement, from democratic control to promoting accessibility of food and healthcare, is shared and being carried out by CECOSOLA under one of the most restrictive economic contexts in the world today. Supporting

CECO also fulfills the sixth principle stated in the International Cooperative Alliance Statement of Cooperative Identity: Cooperation Among Cooperatives.

**Proposal:** The Olympia Food Co-op will run a Round-Up Donation for CECOSOLA's emergency financial fund through the Olympia Food Co-op registers. This donation drive will be managed by the CoSound Cooperative Network, with OFC Co-op Support Coordinator Emma as the point-person between CoSound and OFC. The Round-Up will last six months, beginning in August 2017.

Outreach will include:

- Emma will coordinate social media promotion and signage for inside the store and near registers with the OFC Outreach committee.
- CoSound will commit to tabling at both stores in August. Emma will contact the front end at each store to sign-up for tabling.
- CoSound will write a short article about the Round-Up for the Co-op's Table newsletter.

Emma will also coordinate with Bookies to set up a POS account and release of funds at the end of the Round-up. We do not anticipate extending the Round-Up past 6 months.