

Common Ground Food Co-op  
 Board Meeting Minutes  
 September 13, 2021  
 6:15 pm to 8:15 pm  
 Google Videoconference

Present: Lisa Bralts, Ben Galewsky, JP Goguen, Robert Taylor, Calvin Wang, Mel Weinstein

Absent: Jade Algarin, Taidghin O'Brien, Ming Kuo

Others Present: Gary Taylor, General Manager  
 Andrew Muller, Board Candidate  
 Jeffrey Chandler, Minute Taker

<b>Proceedings</b>	
<b>Meeting called to order</b>	<b>At 6:16 pm by Robert Taylor</b>
<b>1. Preliminaries</b>	<p><b>A. Guests/Owners</b>          Gary Taylor, General Manager          Andrew Muller, Board Candidate          Jeffrey Chandler, Minute Taker</p> <p><b>B. Public Comment</b>          None.</p> <p><b>C. Agenda Amendments</b>          An agenda item regarding a personnel issue was added to Executive Session. In addition to discussion regarding the Board Budget a vote was added, as well as a vote for the Columinate contract.</p>
<b>2. Board Study</b>	<p><b>A. SWOT Analysis</b>          Ben Galewsky provided a white board space to brainstorm with the group regarding the strengths, weaknesses, opportunities, and threats of the store. The board participated in the exercises to identify items in each category to help the committee focus their efforts. The store strategy committee has already solicited feedback from staff.</p>
<b>3. Consent Agenda</b>	<p><b>A. Public Minutes from August Meeting</b>  <b>B. Monthly Financials</b>  <b>C. GM Operational Update (MORe)</b></p> <p><b>Action Taken</b></p>

	<p>Items B &amp; C were unanimously accepted by the board.</p> <p>Mel Weinstein proposed a change to the August minutes regarding the date for the upcoming retreat as the minutes did not specify a chosen date. It was clarified the date was still pending Todd Wallace's availability. The retreat has since been re-scheduled for November 20<sup>th</sup> to accommodate Todd Wallace's schedule.</p> <p><b>Action Taken</b> Item A was unanimously accepted by the board without change.</p>
<p><b>4. GM Monitoring</b></p>	<p><b>A. Executive Limitation EL B7 – Communication to the Board</b> Gary Taylor noted he is reporting non-compliance because of some issues of clarity. He reviewed his plans for adding more clarity. Ben also noted the board meetings were moved back to the third Monday of the month to allow Gary more time to complete the report in compliance.</p> <p><b>Action Taken</b> The board unanimously accepted the report with acknowledgment of non-compliance.</p> <p><b>B. Executive Limitation EL B8 – Board Logistical Support</b> Gary reported compliance with this report and reviewed some of the changes and updates to logistical support efforts.</p> <p><b>Action Taken</b> The board unanimously accepted the report as in compliance.</p>
<p><b>5. Board Monitoring</b></p>	<p><b>A. Establish Board Budget</b> Calvin Wang clarified he was to present a budget, but the newly elected board would vote in October, which was confirmed. The board discussed line items pertaining to compensation, the annual review vs. audit, Columinare, the retreat, and other expenses.</p>

<p><b>6. Committee Updates</b></p>	<p><b>A. Board Development Committee</b>  JP Goguen reported he sent an email to the board regarding the upcoming election. An online portal for voting is being established. In addition to the election, voting will take place for round up for good options and a non-binding resolution regarding the frequency by which round up for good recipients can be awarded. Voting will be open 9/22-9/29. There was discussion regarding the process of filling potential vacancies.</p> <p>Robert noted three virtual Columinate events coming up on 9/18, 10/2, 11/13 in addition to a GM compensation course on 10/13, and four-part series on financial training beginning in November. A link to signup was provided.</p> <p><b>B. Owner Outreach Committee</b>  No report</p> <p><b>C. Policy Committee</b>  Ben noted he is still waiting for word from the other co-op to post the diagram he previously shared but may go ahead and publish.</p>
<p><b>7. Board Admin</b></p>	<p><b>A. Treasurer’s Report</b>  Calvin noted items on the recent treasurer report specifically consulting, insurance, and audit expenses.</p> <p><b>Action Taken</b>  The board unanimously approved the Treasurer’s Report.</p> <p><b>B. Columinate Contract</b>  Early bird pricing required an immediate decision. Calvin noted a more thorough description of Columinate benefits would be helpful for new board members looking to justify the expense.</p> <p><b>Action Taken</b>  The board unanimously approved the Columinate contract renewal.</p>

<b>EXECUTIVE SESSION OPENS</b>	
<b>8. Executive Session Topics</b>	
<b>EXECUTIVE SESSION CLOSES</b>	
<b>9. Closing</b>	<ul style="list-style-type: none"> <li><b>A. Next meeting October 18th, 2021</b></li> <li><b>B. Outreach Calendar Assignments</b> Newsletter: TBD to include election results</li> <li><b>C. Other Assignments</b></li> <li><b>D. Check-out</b></li> </ul>
<b>10. Adjourned</b>	<b>At 8:19 pm by Robert Taylor</b>