

Durham Coop Market Board of Directors Agenda
Wednesday, April 12, 2017
Location: Lyon Park Community Center

In attendance: Drew Peng, Amelia Freeman-Lynde, Brand Fortner, Lenore Ramm, Frank Stasio, Tyler Jenkins, Alisa Johnson, Nick Williams, Leila Wolfrum (GM)

Absent: Diamond Riley, Pam Campa, Jodi Koviach

1. **Meeting Begins-** 7:10

2. **Approval of Minutes from 3/8-** update attendance (Alisa was absent), and wording for #5 "Amendment and Resolution"; Minutes approved

3. **GM Report: B9- GM Succession**

In an emergency situation, team of three staff members are trained to operate the store. In case of an interim, NCG is able to assist with a transition; Report approved

3. **Leila's update on the store-**

Anniversary week was best sales week yet, good response from customers, and not taxing on staff; NCG managers meeting here in 2 weeks which is good chance for feedback and strategic planning

4. **Update on the potential vestibule capital expenditure**

No current update

5. **GM Review & Compensation discussion, including outline of process and board member statement of confidentiality**

Leila has returned her RFP, so the timeline is now with the board. NCG guidelines suggest August review for stores with fiscal years ending in June, which would delay another couple months, but get us on the track long term. Proposed confidentiality agreement put together by Jodi is printed for review, and hopefully can be finalized and signed at next meeting. We need to decide if it's an annual or bi-annual process.

6. **Board Self-Reporting on C4: Board Meetings**

Board meetings are for the task of getting the Board's job done.

1. We will use Board meeting time only for work that is the whole Board's responsibility. We will avoid committee issues, operational matters, personal concerns and other topics that are not the highest and best use of our time.

2. Meetings will be open to the membership except when closed session is officially called.

a. We may occasionally use closed session to deal with confidential matters, as long as the purpose of the session is stated. When possible, announcement of the closed session should be on the published agenda.

b. Attendance at closed sessions is limited to board members only. However, the board may choose to invite additional participants.

3. We will seek consensus through discussion. We will then finalize and document decisions through the use of motions, seconds and majority vote.

(I, Amelia, failed to make note of the tally in each section, but we overall ranked our performance as Very Good)

7. Committee Reporting: Engagement- feedback from "Meet the Board" session
Went over well, appreciated by the store staff especially, advertisement may have gotten lost in the shuffle, but good potential for future events. Not a ton of board questions

8. Committee Reporting: Bylaws
Finish line in sight

9. Committee Reporting: Ends
Brand has a rough draft compiled

10. Committee Reporting: Election
Needs to determine which seats are up for election?

11. Scheduling: Retreat, CBL 101
Amelia, Lenore, and Jack have registered, maybe Diamond; Nick needs to register
Retreat- couldn't find a date everyone was available through July, select additional dates through summer into fall

12. New Business
Frank's granddaughter Maya was born 4 weeks ago
Tyler shared a Worker Owned cooperative meeting coming up in June

13. Meeting Adjourned 8:46