

Durham Co-op Market Board of Directors Minutes

Event: Board Meeting

Date: Wednesday, September 11th, 2019

Location: Lyon Park Community Center

In attendance: Summer Alston, Bronwyn Charlton (Board Candidate), Meredith Cohen, Elizabeth Figgie, Amelia Freeman-Lynde, Jack Hill (Consumer Owner), Lenore Hill, Alisa Johnson, Beth Katz, Loralyn Milcarek (Board Candidate), Drew Peng, Varun Singh (Board Candidate), Julian Xie, Leila Wolfrum (GM)

Absent:

Meeting called to order: 7:05 pm

Introductions: Board members briefly introduced themselves and described their roles and experience on the Board. Guests introduced themselves and described their interest in the Co-op and serving on the Board.

Board Accessibility Conversation: Meredith, a member of the marketing team, gave input on how to improve board meeting accessibility and appeal, especially regarding worker owners and upcoming elections. Just as the Co-op is a radically accessible organization, the Board itself can and should be a radically accessible space, being just as mission-driven as the store. Meredith provided some practical suggestions as well as input on improving the ways the board frames meetings as inspirational spaces. The Board discussed language used at Board meetings and how reports and discussions are communicated. The board discussed how everything the board does should be done in an accessible way.

The Board discussed topics that should be talked about and explored all the time, highlighting things that should constantly be on the Board's radar. The Board discussed meeting structure and what work needs to be done to improve Board conversations. The Board discussed how to approach Board work so it is more reflective of the work the store is doing, and current blocks to engagement. The Board briefly discussed various concerns, and committed to revisiting the topic.

Review & approve minutes from August 21st, 2019 meeting: Board reviewed minutes and highlighted a few minor edits.

Motion to approve: Summer; Seconded: Alisa

GM Monitoring Report – Annual Ends Monitoring Report: GM provided background about documents that govern the Board. The GM reviewed report, explaining the process of configuring the report and formatting of the ends interpretations. The GM explained frustrations with determining metrics to use for the report and still wants to focus on ways to improve this so as to better measure progress in the future.

The Board discussed various areas of concern including leadership in environmental consciousness, thoughtful education within the store, and how to have more consistent conversations around our ends. The Board discussed various practical changes and areas of focus that will help propel further development in these areas.

Motion to approve: Beth; Seconded: Amelia

GM FYI Discussion:

Financials: GM explained some issues with margin numbers in the meat department for July. It seems to have been an issue related to Weaver St. and bill timelines. GM is working with Produce & Meat Manager to go back through the ordering process. We recently switched chicken vendors. The margin issues are not a huge deal, but numbers will be off for this quarter.

The GM is beginning an evening executive MBA program with UNC. The GM is looking forward to ways the program will help with this job, both in technical skills and big vision.

Neighbor Day: NEIGHBOR DAY WAS AWESOME! GM felt that everything was successful. Everyone should buy a new shirt.

Board Self-Monitoring Survey – C6: Officers’ Roles: The Board reviewed report and discussed various details. The Board highlighted areas in need of attention including practices that don’t currently line up with how our policies are laid out and areas in need of more clarity. Board discussed how to better implement improvements. Board discussed several specifics, including yearly expenses and upcoming changes in executive roles.

2019 Board Committees Discussion:

Policy Register Update: Committee has no updates, but they will be available next month.

Nominations & Elections/Annual Meeting Planning: Plans are underway! Board is excited about folks who came to the meeting and looks forward to more candidate applications. Board reviewed hopes for improvement with worker ownership, briefly discussed whether or not to reach out further to staff. Board reviewed various details for nominations and elections process, including voting, educational materials, and agenda planning for annual meeting.

FY 2019 General Manager Evaluation & Salary Adjustment: Board discussed GM compensation and evaluation and approved of new salary and benefits for FY2020. Board plans to send GM annual evaluation letter in early October when finalized.

Meeting Adjourned: 9:00pm

Attachments:

Reference Materials

DCM 2019 General Manager Monitoring Report Compliance
DCM 2019 Board Calendar
DCM 2019 Board Meeting Attendance Record