

Durham Co-op Market Board of Directors Minutes

Event: Board Meeting

Date: Wednesday, January 8th, 2020

Location: Lyon Park Community Center

In attendance: Summer Alston, Elizabeth Figgie (BA), Amelia Freeman-Lynde, Lenore Hill, Jack Hill (Owner), Drew Peng, Michael Rodgers, Varun Singh, Leila Wolfrum (GM), Julian Xie, Loralyn Milcarek

Absent:

Meeting called to order: 7:04pm

Review & approve minutes from December 11th, 2019 meeting: Board did not discuss minutes.

Motion to approve: Michael; Second: Lenore

2020 Board Calendar Confirmation: Board reviewed proposed 2020 calendar and discussed particular concerns regarding events and schedule, especially pertaining to nominations and elections, officer elections, trainings, reporting, and more. Board highlighted some timeline concerns, discussed beneficial adjustments, and specified issues to address further. GM made suggestions for policy review structure. Board will approve calendar at later time.

GM Monitoring Report – B3: Asset Protection: GM gave report, primarily detailing overall compliance, with only a few minimal areas of violation. GM plans to make adjustments accordingly, however, will wait until this quarter's financials are available for more accurate reference. The GM feels positively about the store's reputation, assets, and security this year.

Board discussed cash, specifically storage decisions and usage for investment.

Board discussed areas of concern regarding security, POS data backup, server data backups, and credit card readers. GM reviewed backup practices.

Board reviewed reporting response strategy and overall policy review, identifying benefits and weaknesses in different approaches. Board considered various options for changes to implement moving forward and will make final decisions about particular adjustments later.

Motion to approve: Varun; Seconded: Michael

GM FYI Discussion: Board briefly discussed the usefulness of report in general. Given no urgent content, the board dismissed this month's report and will decide, after further analysis, whether or not to continue including GM FYI Discussions on board meeting agendas.

Board Self-Monitoring Survey - C: Global Governance Commitment; C1: Governing Style:

Board reviewed report and responses, further discussing comments and areas in need of improvement. Board identified areas of strength in the past year. Board discussed how to track self-monitoring data and agreed this is a practice in need of establishing in order to make the process more meaningful and effective. Board discussed further details including timeline for distribution and completion.

Board discussed self-monitoring survey, assessing usefulness of survey and whether or not to proceed with changes. Board discussed comprehension limitations and language accessibility, for current members as well as the community. Board members believe it may be beneficial to develop interpretation of policies and restructure survey. Board discussed possible changes, including interpretation, distribution timeline, and online versus in-meeting completion. Board will prioritize these concerns this year.

2020 Goals and Priorities:

Board discussed goals and priorities survey results, specifically noting the difference between priorities and how to accomplish them.

Board discussed worker ownership and how better to engage received input, reflecting on feedback, the year's challenges, and hopes for the future. Board briefly discussed mid-year appointment and current interested candidate, Loralyn Milcarek, agreeing to vote on procedure at the end of the meeting.

Committee Formation:

Board further discussed voiced priorities and respective concerns, assessing necessary structures and best approaches to these issues within committee work or otherwise. Board and GM discussed how to obtain balance in communication, goal-setting, and visioning.

Board established Future Planning Committee and Engagement Committee, identifying initial leaders and participants. Charters will be presented at future meetings.

Other business:

Board member appointment: Board discussed immediate appointment of Loralyn Milcarek as worker owner board member.

Motion to approve: Lenore; Seconded: Summer

NCG Financials Memo: GM explained notice from NCG and their concerns pertaining to last quarter's financials. There are no immediate financial ramifications. GM explained the notice as a standard in communication.

Meeting Adjourned: 8:58pm

Attachments:

- o December 2019 Meeting Minutes*
- o Proposed 2020 Board Calendar*
- o Original 2020 Board Calendar*
- o GM Monitoring Report: B3*