

Durham Co-op Market Board of Directors Minutes

Event: Board Meeting

Date: Wednesday, Sep 9th, 2020

Location: Online via Zoom

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

Meeting called to order: 7:03pm

Agenda Approval: Board approved agenda without edits.

Team Building Activity: Board briefly participated in team building activity.

Review & approve minutes from August 12th, 2020 meeting: No concerns or edits.

Motion to approve: Amelia; Second: Julian

FYI Report Q&A: Board discussed topics of interest and concern from the FYI report.

Board discussed various construction details, including impact on the café space. GM reviewed remodel layout, highlighting primary change zones. GM broke down some of the pricing, reviewed main cost impacts, and described pricing goals.

GM reviewed aspects of the remodel that improve the Co-op's long term strategy, including expansion in capacity, guiding the store towards a more full-service set up, emphasizes take-home eating, expanding Grab n' Go with housemade entrees, and more.

Board discussed questions related to customer demographics and shifts in consumer habits. GM expressed that past customer surveys do not accurately reflect the Co-op's demographic and believes the deli remodel is a sound step towards a store that is more accurately accessible to customer base. The main goal of the remodel is focusing on meeting all customer needs. GM highlighted a few differences in customer habits compared to patterns prior to the pandemic and briefly identified upcoming changes in the local grocery scene. Board plans to discuss this in further detail at future meetings and with the Long Term Planning Committee.

GM Monitoring Report – Annual Ends Monitoring Report: GM reviewed writing process for the report, highlighting staff collaboration and gathering input.

Board discussed minimal sustainability content in report, which was similar in prior years. GM described how certain Ends increased in priority during the pandemic, whereas sustainability did not see this surge. GM reviewed several displays of sustainable practices in response to the pandemic, including careful consideration of new packaging for the bulk department. GM noted the Co-op's ability be experimental and adaptable throughout the pandemic.

Board discussed options for increasing sustainability work, such as staff committees and potentially increasing compostable packaging. Board identified a few areas of success, including bulk quantity management, diverting cardboard trays to local organizations for reuse, intentionally ordering cloth masks for staff, and more.

Board discussed opportunity for sustainable practices in the new meat department. GM expects some less packaging, greater opportunity for whole animal utilization, and ongoing work with local, sustainable vendors. There are minimal changes with our meat distributors. GM noted hurdles in meat accessibility and hopes to further discuss pricing and ethical product selection.

Board checked in regarding online ordering and if this is a possibility for the Co-op. GM reviewed recent conversations with other stores and current perspective on capacity and success for this approach. Board discussed what might lead to online access in the future. GM acknowledged ways the Co-op is meeting customer needs in ways bigger stores are lacking.

Motion to approve: Michael; Second: Summer

Vote on the number of election slots open for Consumer Owners: Board reviewed options for board size and discussed what might be the best option for this year. Board identified other needed board conversations for the future.

Board proposes reducing open seats to one (1).

Motion to approve: Varun; Second: Loralyn

Board Self-Monitoring Survey – C6 Officers' Owners: Board discussed survey, clarifying specific policies. Board discussed the need to change officer roles, specifically for secretary and treasurer. Board discussed importance of clarifying roles, maintaining continuity through transition in responsibility, worker owner participation in executive roles, communicating and upholding policies, and more. Board plans to discuss these issues in further detail at future meetings.

Committee Charter Approvals: Board discussed and approved committee charters.

Ends Revision: No questions or edits.

Motion to approve: Josh; Second, Amelia

Long Term Strategy Charter: Board discussed next steps for committee, including recommendations for evaluative criteria. Next committee meeting will be scheduled soon.

Motion to approve: Summer; Second: Julian

Upcoming Events and Reminders: Board reminded of upcoming reminders.

Columinate events: (<https://columinate.coop/events/>)

Annual Meeting - Nov. 1st

Other events see on Board calendar

Review Action Items:

-Loralyn: Email elections committee an update regarding reaching out to Raafe about nominations.

-Lenore: Allocate agenda slots for discussion on C6: Officers' Roles survey edits, officer roles, and deli remodel.

Approve Patronage Dividends: Motion to approve: Drew; Second: Amelia

Other Business: GM sent check to preferred share owner this week, alleviating substantial debt.

GM Salary Adjustment Vote: Board discussed GM compensation package and committee recommendation.

Motion to approve: Drew; Second: Summer

Meeting Adjourned: 9:18pm

Attachments:

August Minutes

GM Report: Annual Ends Report

Changing the Board Size Noes

Self Monitoring: C6 Officers' Roles

Long Term Visioning Committee Charter

Ends Reveiw Committee Charter

Ends Review Meeting Notes

Board Calendar

Annual Reporting Calendar

Attendance Report