

## **Durham Co-op Market Board of Directors Minutes**

**Event: Board Meeting**

**Date: Wednesday, June 8th, 2022**

**Location: Online via Zoom**

**In attendance:** Summer Alston, John Bonvechio, Josh Collier, Kim Ionescu, Lenore Hill, Raafe Purnsley, Teri Riley (HR Coordinator), Anwar Simon (Grocery Manager), Varun Singh, Leila Wolfrum (GM)

**Absent:** Michael Rodgers, Kris Mailepors

**Meeting called to order:** 7:00pm

**Agenda Review:** No changes

**Team Building Question:** The Board completed this.

**Review & approve minutes from May 11<sup>th</sup>, 2022 meeting:**

The minutes are in need of a minor edit.

Move: I move to approve the meeting minutes: Summer

Second: Varun

Ayes: Josh, John, Lenore, Raafe

Nays: None

Abstains: Kim

**FYI Report Q&A:**

Operations Manager Role – The board discussed takeaways from recent dismissal of operations manager. The GM expressed the importance of careful documentation through HR, working well with worker’s compensation organization, and utilizing HR lawyer moving forward. The HR coordinator stressed the importance of preparing documentation for any eventuality. Overall, this process has been handled as well as possible, and the GM has kept the Board president informed throughout.

Board discussed store needs and next steps. GM has been able to maintain communication with department heads, but there are operational gaps, and the GM hopes to fill the position by the end of the summer.

### **GM Monitoring Reports – B2: Planning & Budgeting:**

The Board discussed the budget. The GM shared process details for making changes to the budget. The GM clarified details regarding wages vs. sales and comparisons with previous years, reviewing government subsidies and recent wage increases. The pandemic continues to create abnormal factors which impact the Co-op's numbers. Labor increases are significant and may not be sustainable as-is, but finances are fine for the time being.

Move: Kim

Second: Josh

Ayes: Summer, John, Lenore, Raafe, Varun

Nays: None

Abstains: None

### **Board Self-Monitoring Survey – C4: Board Meetings:**

The Board discussed survey, addressing questions regarding lack of Board involvement in operations. The board is able to discuss and make changes to Co-op policies. Board members feel positively about more alighted survey.

### **Mid-year Check-in:**

Board members and GM shared reflections on the Board's condition, sharing concerns recognizing strengths. Current Board members bring a varied skill set as well as a cohesive and trustworthy dynamic. The Board President consistent, positive leaderships and manages responsibilities well. Board meetings and Board work are more efficient and honed in. Areas in need of improvement include strengthening committees, Board education, and elections. Board discussed ways the Board is ready to take on new challenges in order to help the Co-op continue growing.

### **Upcoming Events and Reminders - (<https://columinate.coop/events/>):**

**Meeting Adjourned:** 9:00pm

#### **Attachments:**

*May Minutes*

*GM Monitoring Report - B2: Planning and Budgeting*

*Self Monitoring Survey - C4: Board Meetings*

*Board Calendar 2022*

*Annual reporting calendar*

*Attendance Report*