

Durham Co-op Market Board of Directors Minutes

Date: Wednesday, March 8, 2023

Location: Online via Zoom

In attendance: Summer Alston, Zoey Best, John Bonvechio, Matt Colley (Interim GM), Josh Collier, Nina Drumgoole, Elizabeth Figgie (BA), Donna Frederick, Lenore Hill, Kim Ionescu, Raafe Purnsley

Absent:

Meeting called to order: 7:10pm

Agenda Review: No changes

Team Building Question: The Board completed this.

Review and approve minutes from February 8th, 2023 meeting: No edits.

Motion: I will move to approve the February meeting minutes: Kim

Second: Josh

Ayes: Summer, John, Nina, Donna, Lenore

Nays: None

Abstain: Raafe

FYI Report Q&A:

Service Counter – The new bowl program has launched successfully, selling 618 bowls in the first month and consistently seeing \$1000 more per week in sales. Tacos are coming soon, as well as dumplings sourced from a local vendor. Main entrees are served during the week. Eventually, the team will expand side options.

The Board discussed vegan meats. The prepared foods team is focusing on great, naturally vegan dishes and avoiding meat substitutes at this time. The menu can be adjusted in the future. Josh receives lots of feedback from customers.

Prepared Foods – The kitchen is working on revising heat-and-eat meals. Popular meals will stay, but the team is looking into new items.

GM Monitoring Report: B9: GM Succession:

The Board discussed the succession plan. Though Matt anticipates this plan as a temporary set up, he is confident in the succession team members who seem adaptable to future changes and will keep the Co-op running smoothly. Team members were chosen based on their current responsibilities which position them well to take care of essential operational duties during any unforeseen circumstances. Matt plans to train succession team members on a few unique tasks.

Motion: I make a motion to approve the 2023 GM succession report: Raafe

Second: Donna

Ayes: Summer, John, Nina, Kim, Josh, Zoey, Lenore

Nays: None

Abstain: None

Board Self-Monitoring Survey: C2: The Board's Job:

The Board reviewed the survey and discussed feedback, acknowledging that, due to the recent Policy Register review, some matters in the survey are being examined in new ways or for the first time.

The Board highlighted areas of concern in current structures, including recruitment, voting, owner education, and candidate experience. The Board discussed how to limit barriers to Board membership without jeopardizing Board continuity and keeping the Co-op the same community-based organization. Turnover has affected continuity and the Board's ability to enact discussed improvements in the past. Capacity may be limited with more urgent priorities at the forefront.

The Board discussed the need to improve onboarding and bolster Board education without creating greater burdens on staff. The Nominations & Elections Committee reviewed recent conversations about plans to improve onboarding, clarify board member responsibilities, detail what guides the work of the Board, and envision constructive involvement with staff and owners.

The Board acknowledged how Matt is a valuable in-between for the Board, staff, and owners. There is a managers' meeting coming up, and Matt looks forward to checking in with leadership staff. Raafe and Matt are also planning to meet soon to discuss concerns and outreach goals for the immediate future.

Update on the GM Search:

The GM position has been posted, and the Board has received lots of applications already. The GM Hiring Committee is making progress and hopes to narrow down the search to 2-3 candidates soon.

The Board discussed receiving staff feedback to inform the GM search. Staff will have an opportunity to meet with candidates and ask questions during the interview stage.

Vote on Committee Charters (if available): No new charters to approve.

Board Education: DCM Origin Story:

The Education Committee plans to integrate more education into monthly meetings, beginning with light discussions. The Board discussed the DCM origin story published in the 2020 Annual Report.

The Board discussed areas of interest and concern, including owner engagement and education, differentiating between Board duties and store operations, establishing functional resolution practices, Board holism, and using committees and document revision to continue guiding Board productivity.

The Board discussed how staff and owners should be engaged pertaining to the GM search and main priorities once the GM search is complete.

Board members identified positives: there were a record number of Board candidates in the 2022 elections and operationally, owner engagement is very active at the store through owner giveaways and social media.

Upcoming Events, Reminders, and Action Items: More events highlighted:

<https://columinate.coop/events/>

Additional Items:

Board Cohorts – Board seat cohorts are currently off balance, which does have implications for onboarding. The Board discussed the possibility of opening more seats for this year’s elections, reviewing potential benefits and setbacks, including greater retention. The Nominations & Elections Committee charter will need to be updated with any changes. The Board plans to officially vote on seats at the next meeting.

Board Events – The entire Board should be kept informed of Board-related events, such as future Meet n’ Greets.

Meeting Adjourned: 8: 45pm