

Durham Co-op Market Board of Directors Minutes

Date: Wednesday, June 14, 2023

Location: Online via Zoom

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

Absent: Nina Drumgoole, Matt Colley (GM)

Meeting called to order: 7:15pm

Agenda Review: Due to a late start, the Board skipped the Team Building Question

Review and approve minutes from April 12th, 2023 and May 17th, 2023 meetings: No edits.

April 12th, 2023 Meeting Minutes:

Motion: I'll move to approve the April board meeting minutes: Josh

Second: Summer

Ayes: Zoey, Lenore, Kim, Donna, Raafe

Nays: None

Abstain: None

May 17th, 2023 Meeting Minutes:

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

Second: Josh

Ayes: Summer, Zoey, Lenore, Donna, Raafe, John

Nays: None

Abstains: None

FYI Report Q&A: No questions or concerns.

GM Monitoring Report: B1: Financial Condition; B2: Planning & Budgeting:

B1: Financial Condition:

The Board reviewed current loans and discussed the possibility of paying any off soon. The Board will request an update from the GM.

The Board discussed factors which may have contributed to positive numbers this quarter, including the absence of labors costs for an operations manager.

The Board discussed recent additional Columinate expenses and which report can be expected to reflect the charges.

Motion: I move to accept the May 2023 report: Summer

Second: John

Ayes: Kim, Josh, Zoey, Lenore, Donna, Raafe

Nays: None

Abstains: None

B2: Planning & Budgeting:

The Board discussed whether to vote on report due to late reception of budget, highlighting the importance of correct labeling.

The budget seems reasonable, taking into account the context of the past few years and moving forward with a new GM. The Board briefly discussed how raising staff wages might fit into the budget in the future, noting expansion as a possible avenue for achieving such goals.

Motion: I move to approve the 2023 B2 report contingent upon labeling corrections: Summer
Second: Josh

Ayes: Kim, John, Zoey, Lenore, Donna, Raafe

Nays: None

Abstains: None

Board Self-Monitoring Survey: D2: Accountability of the GM; C4: Board Meetings:

The Board discussed suitable conduct for requesting information, collecting staff feedback, interactions with employees, and worker owner trainings, emphasizing the importance of Board holism, availability, trustworthiness, and participation in store events.

Discussion regarding the Board Budget:

While the budget has already been approved, the Board is optimistic about working with the available resources.

The Board briefly discussed the new GM welcome party and which budget costs should be allocated to.

The Board discussed the Columinate contract, considering if Board needs are being met, especially headed into the first year with a new GM. As the Co-op changes, Board needs may change also. The Board discussed aspects of board consultant relationship and possible alternatives for the contract structure.

The Board noted future expenses the Board hopes to make space for in the budget, including staff training, guest speakers, and an annual Board dinner.

Discussion and vote to remove a director from the Board:

The Board reviewed recent communications with the director and details of current issues, discussing the attendance policy, procedures outlined in the Bylaws, and similar scenarios in the past.

The Board discussed owner expectations, noting that board members are elected under the assumption that Board duties will be fulfilled. Board members expressed concern about making exceptions and considered the responsibility to serve the owners.

The Board discussed community engagement and the possibility of creating more opportunities for owner involvement, as current opportunities are limited. The Board discussed related concerns, including communications with owners, training objectives, increasing outreach

efforts, preserving staff autonomy, Board decision making, and owner participation in Board committees.

The Board discussed possible ways of supporting the GM through input and experience, such as a non-voting, advisory committee. This approach may be a constructive alternative for interested owners or Board members who are not able to commit to standard Board responsibilities.

The Board agreed to contact the director via phone call later this week before deciding about a formal removal from the Board.

Upcoming Events, Reminders, and Action Items (<https://columinate.coop/events/>):

The Board briefly highlighted calendar items.

Meeting Adjourned: 9:07pm

Attachments

- *Attachment A: April & May Board Minutes*
- *Attachment B: FYI Report*
- *Attachment C: GM Monitoring Report – B1: Financial Condition*
- *Attachment D: GM Monitoring Report – B2: Planning and Budgeting*
- *Attachment E: Self-Monitoring Survey – D2: Accountability of the GM*
- *Attachment F: Self-Monitoring Survey – C4: Board Meetings*
- *Attachment G: Board Calendar 2023*
- *Attachment H: Annual Reporting Calendar*
- *Attachment I: Attendance Report*