

Durham Co-op Market Board of Directors Minutes

Date: Wednesday, January 10, 2024

Location: Online via Zoom

In attendance: Summer Alston, John Bonvechio, Josh Collier, Matt Colley (GM), Elizabeth Figgie (BA), Donna Frederick, Lenore Hill, Kim Ionescu, Anwar Simon

Absent: David Mendel

Meeting called to order: 7:04 pm

Agenda Review: No changes

Board Announcement:

The Board President announced Zoey Best's resignation, sharing a brief explanation for her departure prior to the end of her term. The Board discussed the opportunity to appoint a board member or vote to reduce total board seats, as well as creating opportunities for early and frequent check-ins about board member capacity.

Team Building Question: The Board completed this.

Review and approve minutes from December 13, 2023, meeting: No edits.

Motion: I'll move to approve the December 2023 meeting notes: Josh

Seconded: Donna

Aye: John, Lenore, Kim, Anwar

Nays: None

Abstain: Summer

FYI Report Q&A:

- Digital Pre-order Form – Taking pre-orders online solved some major issues from past years, and the GM plans to use this method for the foreseeable future. The Board discussed whether there is an opportunity to digitize more of the Co-op's operations. The GM briefly discussed plans to cancel the Co-op's Instacart account but may focus on cleanup and promotion in the meantime.
- Holiday Sales – Various departments saw sales growth over Christmas, including 7% in Grab n' Go and 25% in Prepared Foods. The Board discussed other fluctuations in sales, including minor declines and pricing updates in center store.
- Special Donation – The GM and Community Outreach Coordinator arranged a donation of toys for the McDougal Terrace community. Unlike other donations, this gift was mostly kept private, even among staff.

GM Monitoring Report – B3: Asset Protection:

The Board discussed the report, addressing areas of concern. The GM reviewed current accounts and needs for an additional baking partner. The GM reviewed recent shed break-ins and stolen items. The Board inquired about customer concerns regarding personal info and privacy.

Motion to approve: I motion to approve the B3 report: John

Second: Kim

Ayes: Lenore, Anwar, Josh, Donna, Summer

Nays: None

Abstains: None

Board Self-Monitoring Survey – C1: Governing Style:

- Self-monitoring surveys need to be reviewed to confirm consistency with the 2022 Policy Register update. The Board discussed possible follow-up on executive calls to keep all board members updated and prevent repetitive discussions. The Board will consider options that suit present needs and the existing board schedule.
- The Board discussed the self-monitoring survey altogether and whether it is a practice the board should maintain. Board members discussed accountability practices from past years and other organizations. The Board will address this at a future meeting and may consider the possibility of replacing the surveys with alternative self-monitoring, board-holism practices and additional methods for obtaining feedback more widely.
- The Board summarized current financial review practices.

Retreat Planning:

The Board discussed the upcoming retreat, reviewing details and noting additional discussion items, including recruitment, elections, and perpetuation.

Upcoming Events, Reminders, and Action Items:

Several board members plan to attend the Seed Swap on Saturday, January 13th.

Other Business:

Kim will follow up with Teri regarding updated Conflict of Interest forms prior to the next meeting. The Board shared feedback on content from recent guest speakers and desires for future educational topics.

Meeting Adjourned: 8:35 pm