

Durham Co-op Market Board of Directors Minutes – October 2024

Date: October 9th, 2024

Location: Online via Zoom

In Attendance: Kim Ionescu, Jasmine Bowles, Patty Chase, Summer Alston, John Bonvechio, Donna Frederick, Josh Collier, Anwar Simon

Meeting called to order: 7:10pm

Team Building Question: The Board completed this.

Agenda Review:

Alterations:

- More time to the FYI Report Q&A
- Increase in time for B1: Financial Condition
- September meeting minutes will roll to November
- Monitoring reports are not being reviewed this meeting
- *Books from previous period are not closed yet*

FYI Report

- The Finance team headed by the IGM is continuing to head towards completing the financial reports. Additional time will be needed, additional accounting work is being done. Columinate is assisting with the additional work as well as support for the IGM.
- The board discussed the opportunity to strengthen IGM/GM resources, training and guidance to support current and future leadership through what is typically a difficult transition.

Preparations for Holiday Season:

- Josh Collier gave a comprehensive report on the changes, preparations, improvements and more being done in store to prepare for the holiday season and onwards. These changes are present across management planning, improvements to product ordering, and store readiness & presentation.

Annual Meeting:

- The co-op's Annual Meeting date change to January has been communicated with staff and consumers.
- Opening call for elections starts on October 12th.

Handbook:

- Updates to the employee handbook are expected for October 31st

Committee Check-In:

- John Bonvechio has taken up the Nominations and Elections Chair position.

- Donna Fredrick has taken up the responsibility for Treasurer.

Executive Meeting Adjourned: 9pm