

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

Date: Tuesday September 24th, 2024

Location: Online via Zoom

In attendance: Kris Spain, John Bonvechio, Josh Collier, Summer Alston, Patty Chase, Donna Frederick, Lenore Hill, Kim Ionescu, Anwar Simon, Jasmine Bowles, (IGM)

Absent: Non

Guests: Ben Sandel, Debby Warren (consumer owner prospecting to become board member)

Meeting called to order: 7:10pm

Agenda Review: No changes

Board Announcement:

Lenore Hill will be both leaving the North Carolina Triangle, as well as leaving the Board. This will be her last week with us as a Board member. Lenore is willing to support the Board through sharing her experience on the Board, as well as serving on committees.

Team building Question: The Board completed this.

Review and approve minutes from August 14th meeting: No edits.

Motion: Lenore offers a motion to approve the minutes.

Seconded: Patty

Aye: Donna, Summer, Kim, Anwar, Lenore

Nays: None

Abstain: Josh

FYI Report Q&A

- Green Bean Counters has now fully ended their contract with the Co-op. That is both Tracey with accounting services and Teri with HR services. As per recent updates from the IGM by email, HR responsibilities are now spread across particular members of Management. These new responsibilities are in line with the training for department managers taking on stronger roles in managing their teams, and support by the Operations Manager and Interim General Manager. The IGM is considering hiring a person for in-house HR responsibilities in the future.
- The updates for the store's handbook will be completed by the end of October 2024. Assistance and advice will be provided by our lawyer as well as NCG. These updates will include suggestions from our Columinate Investigator.
- The Finance team, lead by the IGM, is on track to completing their catch-up by the end of September 30th 2024.

Board Management Discussion

- The Board discussed the need to improve communication and cohesion amongst itself. This includes the need to clarify the role of the Executive Committee and procedures that outline sharing information with the rest of the Board.

Nominations committee, Patty will be supported by 2 Board Buddies: Donna & Summer.

- Chair of Elections & Nominations Committee position is open.
- New Committee: Policy Review, will lead by Summer and joined by Donna and Anwar. Ben will support. This committee will focus on key updates derived from our Columinate Investigator including a Whistleblower Policy.

Board Self-Monitoring Surveys

- No comments

Annual Meeting

- The Annual Meeting is scheduled to be held on January 12th, 2025. The membership will be alerted on or by October 12th, 2024.

Meeting Adjourned: 8:45pm