

Durham Co-op Market Board of Directors Minutes – June 2025

Date: June 11, 2025

Location: Online via Zoom

In Attendance: Summer Alston, John Bonvechio, Stephen Carter, Thomas Beckett, Donna Frederick, Kim Ionescu, Neisha Reynolds, Anwar Simon, Diane Standaert, Frank Stasio, Debby Warren,

Others Present: Bobby Sullivan, General Manager (IGM), Amy Zimmerman (BA)

Absent: None

Meeting called to order: 6:31 pm

Introductions

- Welcome and introduction of Amy, the new Board Administrator. Amy will attend board meetings, take minutes, manage communications, manage website, and support marketing.
- Board member introductions.

Agenda Review

Additions:

- Tom: Discussion on in-person meetings at the Co-op.
- Debby: Communications with Amy.
- Anwar: Proposal for a Worker Ownership Committee.

Approval of May 2025 Minutes

- The vote was postponed as the May minutes were not yet completed. Amy volunteered to draft them for approval at the July 2025 meeting.

GM FYI Report – Bobby Sullivan

- Draft financials for Q1–Q3 of FY2025 show a recovery trend; Q4 still pending.
- Bobby encouraged directors to submit questions on FYI reports before meetings for better preparation.
- NCG HR audit summary to be shared soon.
- Rent issue resolved after autopay error; now paid through March 2027.
- Marketing contract with Madwire was canceled, saving \$2,000/month.
- Weekly emails resumed, managed by Savannah and Amy.
- Financials complex due to past inconsistencies and data reliability.
- Key Holder Agreement implemented due to internal breach.
- Equity totals, declining trends, and board's fiduciary responsibilities discussed.

FYI Report questions and discussion:

- NCG Membership and Role - Neisha asked what NCG does for the Co-op. Bobby explained that NCG (formerly NCGA) is a national purchasing cooperative.
 - NCG allows independent co-ops to pool resources and operate with the benefits of a unified chain.
 - Better pricing and vendor negotiations (e.g., current UNFI situation).
 - Access to training and national conferences.
 - Increased operational efficiency.
 - Provides significant strength and support.

Committees & Committee Updates

Charters to be drafted by:

- Finance Committee: Tom Beckett
- Worker Ownership: Anwar Simon
- Community Outreach: Diane Standaert
- Onboarding (GM and Board): Donna Frederick
- Executive Committee: Kim Ionescu

GM Search Committee Update:

- Kim reported: Update on GM search; offer made, counter received.
- The Board discussed GM probation period and negotiation boundaries.
- Summer emphasized board's role in hiring vs. staff preferences. That staff/GM candidate meet-and-greets were not interviews, but part of the process to inform the Board's final decision.

Committee Discussions:

- Finance committee necessity debated and supported.
- Clear goals and accountability emphasized as keys to successful committees.
- Interest expressed in education and onboarding support structures.
- Donna and Debby shared perspectives from past committee experiences.
- Neisha expressed enthusiasm for engagement via committees.
- Kim emphasized task-oriented committees are most successful.
- Worker Ownership Committee – Proposal by Anwar Simon.
 - Focus on defining worker ownership and developing related bylaws.
 - Emphasis on staff education, engagement, and operational non-overlap.
 - Integration into broader cooperative movement discussed.

Board Communications & Archiving

- Amy to assist with Board document access and archival (Dropbox).
- Board emphasized clear communication and transparency.
- Bobby clarified: Amy is an employee of the GM, so GM should be CC'd on communications.
- Amy suggested a board newsletter section on the website.
- The Board commented on Amy's improvements to the website.

Self-Monitoring Survey – C4: Board Meetings

- Neisha raised bylaws-related points.
- Clarified protocol on board decisions outside official meetings.

Upcoming Events, Reminders, and Board Education

- Conflict in Cooperatives Workshop scheduled for June 27.
- July 9 meeting: Kim will be out, John will lead.
- August 13 meeting: Officer elections scheduled.
- Co-op Cafe on September 27th, with a small cost through Columinate.
- CBLD webinars available to all board members.
- Code of Conduct Forms – Members to submit to Kim.

In-Person Meetings Discussion

- Tom motioned for in-person meetings.
 - Neisha, Donna, Diane, and Summer raised access and equity concerns.
 - Consensus leaned toward occasional hybrid meetings.

Meeting adjourned: 8:55 pm