Durham Co-op Market Grocery & Cafe

Board of Directors Minutes – June 2026

Date: June 10, 2026, 7:00 PM – 9:00 PM.

Location: Online via Zoom

Attendance

Present: John Bonvechio (President), Donna Frederick (Vice President), Debby Warren (Treasurer), Diane Standaert (Secretary), Summer Alston, Anwar Simon, Neisha Reynolds, Steph Carter, Amy Cao, Cindy Scarborough.

Others Present: Jason Bowers (General Manager), Amy Zimmerman (Board Assistant), Brittany Baird (Columinate), Sarah C. (Co-op Owner), Dahlia (Co-op Staff)

Absent: Kim Ionescu

Call to Order: The meeting was called to order at 7:00 PM.

Agenda Review: The agenda was reviewed and an Ends discussion and an update on Board retreat were added.

Welcome to New Board Member: John welcomed Cindy Scarborough, new Board member.

May 2026 Minutes

Vote, May 2026 minutes: The May 2026 Board Meeting Minutes were approved. One correction was requested to note that the Education Committee would lead a discussion of one Ends Policy at each meeting. No objection was raised to the correction.

GM FYI Report – Jason Bowers (GM)

Jason Bowers presented the General Manager's FYI report. The report was received and placed on file. No vote was required.

The FYI report included updates on the co-op's operations, including May sales performance, departmental sales and purchasing results, customer experience survey findings, staffing updates and new employee hires, weekend sales trends, implementation of the common chart of accounts, development of the catering program, tax payments, vendor purchasing initiatives, produce pricing and market conditions, and participation in the Consumer Cooperative Management Association (CCMA) conference.

Monitoring Report: B2 Planning and Budget - Jason Bowers (GM)

The B2 – Planning and Budget monitoring report was received and filed, as included in the Board packet. The Board reviewed the proposed fiscal year operating budget and discussed conservative revenue projections, wage assumptions, owner appreciation discount programs, staff development and training, Board development funding, seasonal staffing considerations, long-term financial stability, and strategic planning priorities.

Vote, B2 Planning and Budget Report: Debby moved to accept the B2 Planning and Budget Monitoring Report. Neisha Seconded. There being no objection, the motion was approved.

Columinate CBLD program

Brittany Baird (Columinate) presented an update regarding the Joint Liability Fund (JLF) with National Co-op Grocers (NCG). In the overview of the JLF, Brittany explained that it is a shared financial reserve that supports NCG's centralized purchasing agreements by ensuring participating co-ops meet their payment obligations to distributors. She reported that the National Risk Management Committee evaluates participating co-ops based primarily on net income, cash reserves, and overall financial stability, including trends in operating margins and financial reporting. Durham Co-op Market remains at the 20% reserve level pending an additional quarterly review; however, monthly financial monitoring requirements have been discontinued in recognition of the co-op's improved financial performance. The Board received the report and asked questions.

Board members asked questions regarding the Joint Liability Fund, financial trends, cash reserves, the review process, and the appeals process. No action was taken.

Board Retreat

The dates for the Board Retreat finalized for July 17 & 18 for retreat (Friday and Saturday).

The Board received an update on planning for the upcoming Board retreat. Amy Cao offered to look into the conference location for planning. Catering will be decided at a later date.

Planned topics include Board governance, strategic planning, recognition of the organization's progress toward financial stability, and consideration of ways to acknowledge the impact of prior operational challenges on staff and the organization.

Nominations and Elections Committee Update

No update was provided.

Education Committee Update

Debby Warren reported that the Education Committee will continue its practice of leading a discussion of one Ends Policy during each regular Board meeting.

Self-Monitoring Survey

The Board reviewed the results of the Board Self-Monitoring Survey. The survey is a tool to track Board effectiveness and capture feedback. Board members were reminded to include initials with their feedback.

Other Business

Events, reminders, and action items

President John Bonvechio and General Manager Jason Bowers reported that they would attend the CCMA Conference in Tacoma, Washington, and would share key takeaways with the Board afterward.

Meeting Adjourned: 9:00 PM.