

Northampton Community Cooperative Market, Inc.
Board of Directors Meeting Minutes
Wednesday July 24, 2019 6:30-9:00 PM

Board Members Present: Vice-President & Treasurer Dorian Gregory, Clerk Jacquie Fraser, Jade Barker, Gary Schaefer, Alex Risley Schroeder, Mark Devlin, Emily Lane, General Manager Rochelle Prunty and Marketing Natasha

Absent: President Steve Bruner

Notetaker: Beth Skinner Co-op Leadership Administrator

Presiding: Vice-President Dorian Gregory

Meeting convened @ 6:30 PM

I. 6:30:-6:35 PM Owner comments

Rochelle discussed that the 2019 member loan campaign had an option for lenders to list not only the primary lender but also a secondary lender. The loan documents stated that all correspondence would be directed to the primary lender. Therefore, thank-you notes went out to only the primary lender. It is under discussion whether to send thank-you notes to the secondary lender.

II. 6:35- PM 6:50 Agenda Review and Approve Minutes

Potential resolution

- Dorian will do the ice-breaker in August
- Emily moved and Mark seconded a motion to approve the June 2019 minutes with corrections. The motion passed unanimously with one abstention.

III. 6:50-6:55 PM Action Items

Directors reviewed the action items from the last meeting.

Action Items

- Reserve Click space for writing invitations **Done**
- Review Annual meeting 2018 draft minutes **Alex and Jacquie Done**
- Follow up by phone with potential board candidate **Dorian Done**
- Doodle poll on the appreciation celebration & date for member loan campaign **Jade Done**
- Board directors will send Gary 3 names of possible candidates **Directors In Process**

IV. 6; 55-7:30 River Valley Market LLC and RVC Properties LLC Board Resolutions

- Rochelle has been in conversation with Co-op Fund of New England to extend and increase River Valley's current line of credit. It was requested that the board be notified

if River Valley decides to use this line of credit.

Gary moved and Jacquie seconded a motion to accept a resolution for River Valley Market LLC and RVC Properties to make a request to Cooperative Fund of New England to increase River Valley's line of credit. The motion passed unanimously with one abstention.

V. Expansion Related Progress postponed until Executive session

VI. 7:30-7:45 Monitoring B5-Treatment of Consumers

- The Board discussed the importance of the Food for All program, which teams up with the Survival Center, and other community programs. Food for All is a program where participants receive a 10% discount on their co-op purchases (excluding beer, wine, gift cards, and co-op ownership). The Food for All program is open to everyone in the community, you do not need to be a River Valley Co-op owner to be eligible. To qualify you must participate in SNAP, WIC, or SSI.
- Consumer survey is done every two years

Mark made a motion and Jacquie seconded to accept internal report as a demonstration of acting within board-established boundaries of executive limitations. The motion passed unanimously.

VII -7:45-8:00 Annual Meeting

- Discussion of where to hold the December 6, 2019 Annual Meeting
- Possibilities are Easthampton Boylston room and Mill 180 Park
- Need to decide on a theme (celebrate Easthampton's food and arts)
- Annual Meeting committee: Chair Emily with Steve, Natasha and Rochelle
- Need to decide on Annual Meeting theme by October 13

Break - 8:00 8:15

VIII 8:15 Election Committee Gary

- Election committee: Chair Gary with Jacquie and Steve
- Look over Mayor of Easthampton's list of possible candidates
- Ask for suggestions from Director of Chamber of Commerce, Riverside, Vendors, etc.
- Application deadline is Aug. 31, 2019
- September board meeting will vote on slate of candidates

8:35 Natasha left the meeting

Dorian made a motion and Alex seconded to go into Executive Session. The motion passed unanimously.

8:35 Executive Session

8:50 9:00 Appreciations and Next Steps

9:00 PM Dorian made a motion to adjourn the meeting and Jacquie seconded. The motion passed unanimously with no abstentions.

Action Items

- Approve 2018 Annual Meeting minutes at the August board meeting
- Board Directors will send Gary 3 names of possible candidates **In Process**
- 2018 Customer Survey will be put on Google **Beth**
- Annual Meeting committee will meet before September board meeting- **Natasha, Emily and Rochelle**
- E-mail Annual Meeting theme ideas to Emily (copy Natasha) to review at September board meeting **Directors**
- Slate of board candidates will be voted on at the September 25 board meeting **Election Committee**
- Next board meeting -August 28, 2019
- Executive meeting - August 14, 2019

Appreciations

- Board Directors appreciate the accountability and transparency of the work of Rochelle and her team
- Rochelle appreciates teamwork and support of the board
- Emily thanks Dorian for being a great facilitator and Rochelle for all the detailed information

REMINDERS:

Actions that will be resolved in the future or specific dates for upcoming meetings/events.

- Postcard for co-op-owners **Dorian**
- Everyone Welcome, Continuing the Conversation, bringing ideas and education around racism to the entire board will be under Board Development committee
- Packets need to be completed by Thursday at 5:00 PM week before board meeting or the agenda will be changed
- Executive committee meets the 2nd Wed of the month 5:30 (2 weeks before the board meeting)

PARKING LOT:

Parking Lot items are reflected in board annual retreat and available for executive committee review.

- Executive committee will provide opportunities in board meetings as needed to

practice with one voice

- Look at avenues for Board organized community participation around promoting local food
- Are there Board committees that co-op owners should be invited to join and how should that be done?
- Board relationship with staff is a possible retreat conversation
- Executive Committee will discuss meaningful meetings with co-op owners

Next Board Meeting: August 28, 2019, 6:00-9:00 PM, River Valley Co-op

Director	Dec 18	Jan 19	Feb 19	Mar 19	Apr 19	May 19	Jun 19	July 19	Aug 19	Sep 19	Oct 19	Nov 19
Jade Barker	X	X	X	x	X	X	X	X				
Steve Bruner	X	X	X	ABS	X	X	X	ABS				
Mark Devlin			X	x	X	X	X	X				
Gary Schaefer	X	X	ABS	x	X	X	X	X				
Jacque Fraser	X	X	X	x	X	X	X	X				
Dorian Gregory	X	X	X	x	X	ABS	X	X				
Alex Risley Schroeder	X	X	ABS	x	X	X	ABS	X				
Emily Laine	ABS	X	X	x	X	X	X	X				

