

**Northampton Community Cooperative Market, Inc.
Board of Directors Meeting Minutes In Person and on Zoom
September 23, 2025 6:30- 9:00 PM**

Board Members Present: President Emma Woebbe, Vice President Abby Getman Skillicorn, Treasurer Steve Trombulak, Angus Brewer, Wendy Messerli, Dorian Gregory, Jeanne Young

Absent: Gary Schaefer, Clerk Elizabeth Appelquist

Co-op Management Present: General Manager Rochelle Prunty, Director of Marketing Natasha Latour, CFO Duke Bouchard, Director of Human Resources Nicole Cowlin

Attending by Zoom: Angus Brewer

Facilitator: Jade Barker

Zoom Host: Executive Assistant Debbie Marshall

Notetaker: Board Administrator Beth Skinner

Presiding: President Emma Woebbe

Meeting convened @ 6:30 – 6:35 PM Coop Owner Comments

- Coop owners are excited about the capital campaign
- Interest in a possible Miyawaki forest on Easthampton Coop site
- At Annual meeting address concern about coop's role with ICE

6:40– 7:00 PM Agenda Review and Approve Minutes

Emma will do the ice-breaker for the October meeting.
All Directors affirmed they read the packet and are prepared and ready to participate.
Emma moved and Dorian seconded a motion to approve the August 2025 minutes with corrections. The motion passed unanimously with no abstentions.

Action Item

- Interested in any of the upcoming Columinate events e-mail Beth **In Process**
- Reorganize election materials and add to google drive election committee folder Beth **In Process**

6:55- 7:00 PM River Valley Market LLC and RVC Properties LLC Board Resolutions
None

7:00-7:25 PM Capital Campaign Update

- Board is briefed on the status of the owner-loan campaign
- Status, fundraising update, debrief events and potential support from partner organization
- Thank you to the Capital Campaign committee
- Wendy and any Directors who wish to join her will have office hours at both stores
- Next two weeks of tabling at both stores
- Rochelle discussed possible partnership with Equal Exchange for a low interest loan
- Board agreed that Rochelle should look into Equal Exchange proposal

7:25-7:30 PM Election Committee

- Four strong candidates
- Wendy Messerli Incumbent
- Dorian Gregory Incumbent
- Margaret Christie
- Moe Belliveau

7:30-7:40 PM Break

7:40- 7:45 PM C5: Directors' Code of Conduct

- High scores

7:45 PM Nicole Cowlin Director of Human Resources entered the meeting

7:45- 8:05 PM B6: Staff Treatment & Compensation

Emma moved and Abby seconded a motion to accept internal report as a demonstration of acting within board-established boundaries of executive limitations. The motion passed unanimously with no abstentions.

- Thank you to Nicole and Rochelle for an in-depth report
- Low turnover rate
- Average 250 employees in both stores
- Diverse staff

8:12- 8:10 PM Annual Report

- Oct 10 Annual Report
- Draft auditors financial report
- Capital Campaign update

8:10-8:35 Annual Meeting

- October 22, 2025, 5:30-9:00 PM
- The Garden House in Look Park 130 Pine Street, Florence
- 5:30 PM Meet, mingle, eat, and drink!
- 6:50 PM Introduction of Board members and candidates
- 7:00 PM Call to order Review and approve minutes
- 7:05 PM Land Acknowledgement
- 7:10-7:25 PM Keynote speakers: Center for New Americans
- 7:25-7:40 PM Reports from Board President and General Manager
- 7:40-7:50 PM Co-op owner Q & A session
- 7:50-8 PM Board Appreciation
- 8:00 PM Adjourn meeting
- Celebration with dessert and mingling continues until 9pm

Next Steps

Appreciations

- Capital Campaign committee, staff and directors for hard work
- Inspired B6: Staff Treatment & Compensation report

Action items

- Interested in any of the upcoming Columinate events e-mail Beth **In Process**
- Reorganize election materials and add to google drive election committee folder Beth **In Process**
- Capital Campaign committee will set dates and times for tabling and email a sign up sheet
- Natasha will send word count to Emma, Abby and Steve for Annual Report articles
- Capital Campaign committee will orchestrate tabling at Annual Meeting
- Emma and Rochelle need to coordinate writing reports for Annual Report

8:50 PM Abby made a motion and Wendy seconded to adjourn the meeting. The motion passed unanimously with no abstentions.

Packets goal is to be completed by Thursday at 5:00 PM week before board meeting or the agenda may be changed.

Columinate has resources for DEI and a series of webinars on financial training.

Next Executive Meeting will be October 15, 2025

Next Board Meeting will be October 29, 2025 6:30-9:00 PM

PARKING LOT is now in google drive “Working Documents”

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

- Plan annual board cyber security training and a review of C9 policy
- Look at history and guidelines on reviewing policies (Michael Healy is a good resource)
- C8: Governance Investment -change annual budget review deadline from May to June

Director	Sep 24	Oct 24	No 24	Dec 24	Jan 25	Feb 25	Ma 25	Apr 25	May 25	Jun 25	July 25	Aug 25
Angus Brewer	X	X	X	X	X	X	X	X	X	X	X	X
Emma Woebbe	X	X	X	X	X	X	X	X	X	X	X	X
Gary Schaefer	ab	X	X	X	X	X	X	X	X	X	X	X
Abby Getman Skillicorn	X	X	X	X	X	X	X	X	X	X	X	X
Wendy Messerli	X	X	X	X	X	X	X	X	X	X	X	X
Jeanne Young					X	abs	X	X	X	X	X	X
Steve Trombulak					X	X	X	X	X	X	X	X
Elizabeth Appelquist	X	X	X	X	X	X	X	X	X	X	X	X
Dorian Gregory								abs	X	X	X	X

