Northampton Community Cooperative Market, Inc.
Board of Directors Meeting Minutes In Person and on Zoom

March 24, 2026 6:30-9:00 PM

Board Members Present: President Emma Woebbe, Clerk Margaret Christie, Treasurer Steve Trombulak, Gary Schaefer, Angus Brewer, Wendy Messerli, Dorian Gregory, Elizabeth Appelquist

Absent: Vice-President Jeanne Young

Co-op Management Present: General Manager Rochelle Prunty, Natasha Latour, CFO Duke Bouchard

Attending by Zoom: Rochelle Prunty

Facilitator: Jade Barker

Zoom Host: Executive Assistant Debbie Marshall

Notetaker: Executive Assistant Debbie Marshall

Presiding: President Emma Woebbe

Meeting convened @ 6:30 PM

Coop Owner Comments:

None

I. 6:40– 6:55 PM Agenda Review and Approve Minutes

Wendy will do the ice-breaker for the April meeting. All Directors affirmed they read the packet and are prepared and ready to participate. Angus moved and Emma seconded a motion to approve the February 2026 minutes with corrections. The motion passed unanimously with 2 abstentions.

Action Items (previous month)

- Review draft language of officers roles get feedback from directors **Emma In Process**
- Change binary language in the board policies **Beth In Process**
- Send a pdf of Delegation for GM of Reauthorization for SNAP program **Natasha Done**
- Review order of succession for officer roles – **Emma In Process.**
- Interested in any of the upcoming Columinate events e-mail **Beth**.
- Capital campaign committee will make sure faq's and record keeping are updated. **Steve In Process**

I. 6:55-7:20 PM Update from Department Manager and Q & A

- Marah MacRostie –Wellness Manager. has been with the coop for 16 years and oversees both store departments.
- Marah gave an overview of how the departments work, sales, customer traffic and trends.
- Staff receives a lot of training opportunities such as vendor training and workshop.
- Some local products that are high sellers are Dr Hauschka, Ahlbin's Fire Cider, Mycoterra Farms, Austria Naturals and Bonnie Bloom products.
- Wellness has good margins and is the department with the most SKU's.

II. 7:20-7:25 PM River Valley Market LLC and RVC Properties LLC Board Resolutions. NONE

III. 7:25-7:40 PM Election

- Jeanne has stepped away as the elections chair person. Wendy has stepped in for her.
- Angus, Gary and Emma are current Directors up for re-election**.**

7:40-7:50 PM Break

IV. 7:50-8:00 PM Board Retreat

- Preliminary discussion of retreat topics for June 21.
- Topics discussed for future vote.
- Emma suggested we invite an Official that we think is supportive of the coop such as the new Easthampton Mayor.
- Rochelle suggested we invite someone who can explain the new market tax credit and financing. Could be Duke or CDE that provided the tax credit allocations, Columinate or CFNE.
- June 21st is Father's Day so that may impact who can attend.
- Steve is concerned about the supply chain due to environmental changes and the impact to local farms. Also, the Iran conflict will affect agriculture in the long term.
- State Senator Jo Comerford is the legislative expert. Margaret can also speak to this as she is familiar with the legislation.
- Rochelle recommended the Board consider the Federation of Southern Cooperatives.
- Find an inspirational film on the local agriculture topic.
- General fiduciary training is an option.
- Think about the big picture economy.

V. 8:00-8:10 PM- B3 Asset Protection (Internal & External)

- Watching coop's cash flow which impacts labor
- Finalizing sale of NH project will be in April.
- Coop is not paying rent.

Dorian moved and Steve seconded a motion to accept B3: Asset Protection (Internal & External Board report as being in compliance and acting within board-established boundaries of executive limitations. The motion passed unanimously with no abstentions.

Elizabeth left at 8:00 pm.

VI. 8:10-8:20 B4: Membership Rights & Responsibilities

Steve moved and Angus seconded a motion to accept B4: Membership Rights & Responsibilities Board report as being in compliance and acting within board-established boundaries of executive limitations. The motion passed unanimously with no abstentions.

- Coop has been consistently above 50% of customers that are owners which is good and continues to increase.
- Coop ha a strong sense of ownership, pride and participation.
- Currently at about 18,000 owners.
- Exciting that we give one free hour of EV charging.

VII. 8:20-8:30 PM B8: Board Logistical Support

Emma moved and Margaret seconded a motion to accept B8: Board Logistical Support Board report as being in compliance and acting within board-established boundaries of executive limitations. The motion passed unanimously with no abstentions.

- Report outlines different ways board support is provided
- Rochelle fees positive about the support that's offered.
- Emma-feels the Board is well supported.

VIII. 8:30-8:40 PM Co-op History: Who We Are by Jade.

- Reviewed the capital campaign history. In 2014 coop did a $2 million campaign for refinancing.
- Staff and owners were engaged.
- If Directors were hesitant to ask owners for money, they were told to look at it as investing in a company you own.
- Coop exceeded the goal and reached $2,200,000.

Appreciations

- Everyone for their hard work.
- Jade's enthusiasm and work
- Emma's leadership and everyone pitching in.
- Steve appreciates being kept connected while away.
- Debbie for taking notes and her help.
- Steve zooming in from other places and Emma for her board service the week leading up to having a baby.

- Being part of a functional board and Emma's leadership.

Action items

- Parking lot question on cyber security's connection to C9. Review C9 to see if the policy accommodates cyber security. **Emma to review in June.**
- Review draft language of officers roles get feedback from directors **Emma- In Process**
- Change binary language in the board policies **Beth In Process**
- Review order of succession for officer roles – **Emma** – **In Process.**
- Interested in any of the upcoming Columinate events e-mail **Beth**.
- Capital campaign committee will make sure faq's and record keeping are updated. **Steve - In Process**

Adjourn Meeting

8:49 PM Dorian moved and Abby seconded a motion to end 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 April 17, 2026

Next Board Meeting will be May 5, 2026 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)

Director	Ma 25	Apr 25	May 25	Jun 25	Jul 25	Au 25	Sep 25	Oc 25	Nov 25	Dec 25	Jan 26	Feb 26
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	X	X	X	X	X	X	X	X	X	X	X	X
Margaret Christie											X	X
Wendy Messerli	X	X	X	X	X	X	X	X	X	X	X	X
Jeanne Young	X	X	X	X	X	X	X	X	X	X	X	X
Steve Trombulak	X	X	X	X	X	X	X	X	X	X	X	X
Elizabeth Appelquist	X	X	X	X	X	X	abs	X	X	X	X	abs
Dorian Gregory		abs	X	X	X	X	X	X	X	X	X	abs