

Northampton Community Cooperative Market, Inc.
Board of Directors Meeting Minutes In Person and on Zoom video-
conference
March 6, 2024 6:30- 7:30 PM
February 28, Rescheduled Board Meeting

Board Members Present: Clerk Emma Hempstead Woebbe, Treasurer Elizabeth Appelquist Wendy Messerli, Angus Brewer, Sarah Abigail Axe, Gary Schaefer, Angela D'Souza

Absent: None

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

Zoom: President Abby Getman Skillicorn, Vice President Barra Cohen

Facilitator: Jade Barker

Zoom Host: Executive Assistant Debbie Marshall

Notetaker: Co-op Leadership Administrator Beth Skinner

Presiding: President Abby Getman Skillicorn

Meeting convened @ 6:30 PM

I.6:30-6:35 PM Member Comments

II. 6:35-6:45 PM Agenda Review and Approve Minutes

- Elizabeth will do the ice-breaker for the March meeting.
- All Directors affirmed they read the packet and are prepared and ready to participate.
- Emma moved and Gary seconded a motion to approve the February 2023 minutes. The motion passed unanimously with one abstention.

Action Items

- Share Our Co-op's History Timeline Presentation Rochelle **In Process**
- Need tools of support contact Abby or Elizabeth **In Process**
- Send out CCMA slides and comments Abby **In Process**

III. 6:40-6:50 PM Committee Overview and Assignments

- Annual Meeting committee: Gary, Elizabeth and Sara
- Election committee: Angela and Angus will Co-Chair with members Gary, Abby and Wendy
- Member Loan Committee: Abby, Wendy and Gary

IV. 6:50-6:55 PM Retreat Agenda

- Possible owners participating on board committees

VI. 6:55-7:05 PM River Valley Market LLC and RVC Properties LLC Board Resolutions

- Gary moved and Angus seconded a motion to authorize Wendy to sign the liquor license application. The motion passed unanimously with no abstentions.

VII. 7:06-7:15 PM B4: Membership Rights & Responsibilities

- Angus made a motion and Sara seconded to accept internal report as a demonstration of acting within board-established boundaries of executive limitations. The motion passed unanimously with no abstentions.
- Strong growth in owner members who are very engaged

7:15 PM Duke joined the meeting

VIII. 7:15- PM 7:40 B1: Financial Condition & Analysis (2Q)

- Emma made a motion and Elizabeth seconded to accept internal report as not in compliance but with plans in process to come into compliance as a demonstration of acting within board-established boundaries of executive limitations. The motion passed unanimously with no abstentions.

7:40 PM Natasha joined the meeting

IX. 7:40-7:50 PM Board Budget Mid-Year Review

- Reviewed budget to actual through December, 31, 2021
- Board affirmed FY22 budget decisions
- Review Simply Voting

X. 7:50 PM Board Policy Review C1- Governing Style, C2-The Board's Job, C3-Agenda Planning, C4-Board Meetings

- Engaging with owners by tabling and participating in coop events

8:20 PM

- Gary moved and Abby seconded a motion to enter into Executive session with those present. The motion passed unanimously with no abstentions.

8:50 PM

- Emma moved and Sarah seconded a motion to leave Executive session. The motion passed unanimously with no abstentions.

8:50 PM Board left Executive Session

- Sarah moved and Gary seconded a motion to accept Executive Session proposal. The motion passed unanimously with no abstentions.

Next steps

Action Items

- Share Our Co-op's History Timeline Presentation Rochelle **In Process**
- Need tools of support contact Abby or Elizabeth **In Process**
- Send out CCMA slides and comments Abby **In Process**
- Election and Member Loan committees meet before March 27 meeting,
- Angela and Angus Co Chair Election committee with members Gary, Abby and Wendy
- Member Loan Committee-Abby, Wendy and Gary

Appreciations

- Appreciation about depth of information and consideration of the loan campaign
- Great communication and in depth packets
- Thank you to Debbie for all her work for the board
- Appreciate Rochelle for a fantastic job
- Thanks you to Duke and Natasha for their participation
- Thanks to Jade for keeping the meeting on track

Wendy moved and Elizabeth seconded a motion to end the meeting. The motion passed unanimously with no abstentions.

REMINDERS:

- Packets need to be completed by Thursday at 5:00 PM week before board meeting or the agenda will be changed.
- Columiate has resources for DEI and a series of webinars on financial training.

Next Executive Meeting will be March 13, 2024

Next Board Meeting will be March 27, 2024 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.

Director	Ma 23	Ap 23	Ma 23	Ju 23	Jul 23	Au 23	Se 23	O 23	No 23	De 23	Ja 24	Feb 24
Angus Brewer	X	X	X	X	X	X	X	X	X	X	X	X
Emma Hempstead Woebbe										X	X	X
Gary Schaefer	X	X	X	X	X	X	ab	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
Sarah Axe	X	X	X	abs	X	X	X	ab	X	X	X	X
Angela D’Souza	X	X	X	abs	abs	X	X	ab	X	X	X	X
Elizabeth Appelquist	X	X	X	X	abs	X	X	X	X	X	abs	X
Barra Cohen	X	X	X	X	X	abs	X	X	abs	X	X	X

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