

**Northampton Community Cooperative Market Inc.**

**Board of Directors Meeting AGENDA**

**October 27, 2021, 6:30 – 9:00 pm, Zoom Opens at 6:00 pm**

**Presiding: Dorian Gregory, President. Facilitator: Jade Barker. Note-taker: Beth Skinner**

	<b>Topic</b>	<b>Action</b>	<b>Outcome</b>	<b>Presenter</b>	<b>Min.</b>	<b>End</b>	
D	Co-op Owners' comments	Listen to co-op owners, if present	Board hears issues presented	Co-op Owner	5	6:35	
T	Agenda Review	Directors review the draft agenda	Board approves the meeting agenda	President	5	6:40	
T	Icebreaker: Welcoming and Getting Started	Directors check in and respond to icebreaker and share something of ourselves	All present, engaged, and ready for a productive meeting.	Mark	10	6:50	
T	Bylaw Revisions	Affirm electronic vote taken mid-month	Board affirms result of October 20, 2021 special board vote	President	5	6:55	
T	Review and approve last month's minutes	Motion to accept minutes	Approve previous meeting minutes	Facilitator	5	7:00	
A	Action Items	Review action items noted in prior month board minutes	Board updates progress of action items identified in last meeting	Facilitator	5	7:05	
	River Valley Market LLC and RVC Properties LLC board resolutions			GM			
A	FY21 financial statement audit and patronage distribution	Review Draft financial statements, patronage recommendation and the auditors report	Board decides whether to accept the financial statements and third-party independent audit reports and decides patronage distribution to co-op owners	Auditors	30	7:35	
A	B1: Financial Condition & Analysis (4Q)	Review Policy and Motion to accept internal report	Board decides whether to accept the internal report as a demonstration of acting within board-established boundaries of executive limitations.	GM	10	7:45	
A	Construction Update	Learn details of construction progress	Directors are informed and made aware	GM	10	7:55	
A	A: Ends	Review Policy and Motion to accept internal report	Board decides whether to accept the internal report as a demonstration of acting within board-established boundaries of executive limitations.	GM	10	8:05	
	Break					8:15	
T	Board Composition, and Appointments	Plan for calendar year 2022 board make-up	Directors are informed	President	15	8:30	
A	C9: Electronic Communications and D4: Monitoring GM Performance	Review Policies and discuss results of self-assessment surveys.	Board monitors its own board-established policy.	Facilitator	15	8:45	
T	Prepare for GM Evaluation for FY21	Discuss process, background, goals	Board members are prepared to review materials prior to next month's meeting	President	5	8:50	

Four Pillars of Governance

**S = Strategic Leadership/Thinking** includes discussions, study,

**D = Democracy**, includes board-member engagement, linkage and newsletters, as well as board-community engagement

**T = Teaming**, which includes board education and leadership development (formal and informal, internal and external) training opportunities, as well as administration and agenda development

**A = Accountable Empowerment**: Accountability and Oversight of the GM, ends monitoring, and board monitoring for ourselves

T	Next Steps	Review action items, and discuss means to respond to member comments, if any.	Directors are reminded of the date of the next board meeting. November 17, 2021	Note-taker	5	8:55	
T	Appreciation	Go around: Comments	Close: How'd we do?	Facilitator	5	9:00	

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