

**Northampton Community Cooperative Market, Inc.**  
**Board of Directors Meeting Minutes In Person and on Zoom video-conference**  
**March 22, 2023 6:30- 9:00 PM**

**Board Members Present:** President Abby Getman Skillicorn, Vice-President Alex Risley Schroeder, Clerk Barra Cohen Treasurer, Elizabeth Appelquist, Angus Brewer, Angela D'Souza, Gary Schaefer, Sarah Abigail Axe

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

**Absent:** Wendy Messerli

**Facilitator:** Jade Barker

**Zoom Host:** Executive Assistant Debbie Marshall

**Notetaker:** Debbie Marshall

**Presiding:** President Abby Getman Skillicorn

**Meeting convened @ 6:30 PM**

**I.6:30-6:35 PM Member Comments - No members**

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

- Elizabeth will do the ice-breaker for the April meeting
- Update on preparedness and diversity of opinions voiced in meetings- **All Directors are prepared and ready to report.**
- Angus moved and Abby seconded a motion to approve the February 2023 minutes with corrections. The motion passed unanimously with two abstentions.

**II. 6:55- 7:00 PM Action Items**

- Wendy and Alex will rewrite code of conduct for March meeting with the DEI additions already added to policy C5 **Done**
- Ask Gary and Sarah if they are interested in CCMA and committee work **Beth In process**
- Need covid tests at office **Debbie**
- Alex will send out list of committee members **In Process**
- Rochelle has presents in office for some directors - **Done**
- Sign conflict of interest and revised code of conduct **Directors In process**

### **III. 7:10-7:20 PM River Valley Market LLC and RVC Properties LLC Board Resolutions**

**None**

### **IV. 7:20-7:30 PM River Valley Co-op History**

- Rochelle shared timeline report of our co-op's history with diversity and inclusion.
- Discussed expanding DEI work.

### **V. 7:30-7:50 PM Review and Approve Revised Board Code**

- Directors read and signed the Code of Conduct.

### **VI. 7:50- 8:00 PM Board Development**

- How can the board support diverse viewpoints?
- More opportunity for dialogue and discussion on sensitive issues
- It takes time to integrate new board members
- Good to meet together outside of board meetings

**Alex left meeting at 7:57 PM**

### **VII. 8:10 PM Break**

### **VIII. 8:15-8:30 PM B3: Asset Protection.**

Gary 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.

**Duke left meeting at 8:30 PM**

### **IX. 8:30-8:35 PM CCMA**

- Based on budget we can send anyone who wants to attend CCMA with their commitment of attending all days.
- Angela will attend virtually.
- Deadline is before April 14<sup>th</sup> when the Early Bird Registration ends.

### **X. 8:35-8:40 PM Committees/Board Development**

- Discussion of the importance of ice-breakers

- Discussed how board members can introduce topics for discussion
- Discussed the 21 day equity challenge beginning in April
- Directors can join the Board Development committee and attend Executive meeting.
- Discussed preparing questions before board meeting on monitoring reports
- Angela will have Election meeting before next board meeting.

## **Next Steps**

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

- Alex will send out list of committee members
- Sarah to complete Conflict of Interest
- Rochelle will re-share link to Reparations video presentation
- Rochelle will share Our Co-op's History Timeline Presentation
- Discussion of CCMA panels will be added to the Dec 2023 calendar
- CCMA deadline is before April 14<sup>th</sup> when the Early Bird Registration ends

## **Appreciations**

- Good open dialogue.
- Appreciate decades of history
- Appreciate having these discussions as a group
- Good intention and a safe place for everyone
- Good sense of empathy and humor

Abby made a motion and Angela seconded to adjourn the meeting. The motion passed unanimously with no abstentions.

**9:01 PM** Meeting Adjourned

## **REMINDERS:**

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

**Next Executive Meeting will be April 12, 2023**

**Next Board Meeting will be April 26, 2023 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	Apr 22	Ma 22	Jun 22	July 22	Aug 22	Sep 22	Oc 22	No 22	Dec 22	Jan 22	Feb 23	Mar 23
Angus Brewer	X	X	X	X	X	X	X	X	X	X	X	X
Alex Risley Schroeder	X	X	abs	X	X	X	X	X	X	abs	X	X
Gary Schaefer	X	X	X	X	X	abs	X	X	X	abs	abs	X
Abby Getman Skillicorn	X	abs	X	X	X	X	X	X	X	X	X	X
Wendy Messerli	X	X	X	X	X	X	X	X	X	X	X	abs
Sarah Axe	X	X	X	X	X	X	X	X	X	X	abs	X
Angela D’Souza	X	X	X	X	X	X	abs	X	X	X	X	X
Elizabeth Appelquist	X	X	X	X	X	X	X	X	X	X	X	X
Barra Cohen	X	X	X	X	abs	X	X	X	X	X	X	X