

**Northampton Community Cooperative Market, Inc.**  
**Board of Directors Meeting Minutes In Person and on Zoom video-conference**  
**August 24, 2022 6:30- 9:00 PM**

**Board Members Present:** President Abby Getman Skillicorn, Vice-President Alex Risley Schroeder, Clerk Gary Schaefer, Treasurer Elizabeth Appelquist, Wendy Messerli, Angus Brewer, Angela D'Souza,

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

**Guests:** None

**Facilitator:** Vice-President Alex Risley Schroeder

**Advisor:** Dorian Gregory

**Zoom Host:** Executive Assistant Debbie Marshall

**Absent:** Barra Cohen, Sarah Abigail Axe

**Notetaker:** Beth Skinner Co-op Leadership Administrator

**Presiding:** President Abby Getman Skillicorn

**Meeting convened @ 6:30 PM**

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

Discussion of the letter sent by Abby to a co-op shopper concerning store policies.

**II. 6:35 6:50 PM Agenda Review and Approve Minutes**

- Angela will do the ice-breaker for Sept meeting.
- Elizabeth did the ice-breaker for the August meeting.
- Abby moved and Angus seconded a motion to approve the July 2022 minutes. The motion passed unanimously with no abstentions.

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

- Need tools of support contact **Abby** or **Elizabeth In Process**
- Add corrected minutes to RVC website **Beth In Process**
- Send out election candidate update to directors **Gary In Process**
- Interested in tabling at upcoming coop events contact **Natasha In Process**
- Board Directors who are running for re-election should fill out application by August 31  
**Done**

## **River Valley Market LLC and RVC Properties LLC Board Resolutions None**

### **IV. 6:55-7:20 PM Debrief the Retreat**

- Wonderful time for relationship building in a spacious space
- Well facilitated
- Appreciate Rochelle and Dorian and their shared knowledge about the co-op timeline
- Being outside was hard on allergies
- Good flow
- Change starts with people meeting like this and working for a better world
- Next year have retreat before May
- Maybe a small retreat in the winter

### **V. 7:20-7:40 PM BI: Financial Condition & Analysis (4Q)**

Abby moved and Elizabeth seconded to accept **BI: Financial Condition & Analysis** internal report as a demonstration of acting within board-established boundaries of executive limitations. The motion passed unanimously with one abstention.

- Discussed role and appreciation of NCG and their negotiations with supplier on behalf of River Valley Co-op
- Eversource grant offset some co-op expenses
- 46% sales growth is an incredible achievement in this challenging time

### **VI. 7:40-8:00 PM B2: Business Planning & Budgeting**

Angela moved and Angus seconded to accept **B2: Business Planning & Budgeting** internal report as a demonstration of acting within board-established boundaries of executive limitations. The motion passed unanimously with one abstention

- Discussed future co-op owner loan options
- Co-op will have better financial info in February about need for co-op owner loan campaign.
- Appreciate the level of detail in the report
- Special thank-you to Duke, Wendy and Rochelle

### **Break 8:00- 8:15 PM**

### **VII. 8:20-8:25 C8: Governance Investment**

- Random customer surveys are every week

## **VIII. 8:25- 8:35 PM Election Committee**

- There are 3 board members and one outside candidate running for the board.

## **IX. 8:35- 8:45 PM Annual Meeting**

- Board discussed current planning and if it should be in person or on zoom
- Possible Millpond concert space which has good parking-need to check about a bonfire
- Discussion of possible speaker David Brule of Nolumbeka Project which honors Northeastern Tribal Heritage talking about what happened at Turners Falls and the Day of Remembrance.
- Storytelling about Ursula Marjoram
- Fire dancers
- Date early December
- Millstone Park for indoor space
- Annual Meeting committee is authorized to make final decision

## **Next Steps**

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

### **Action Items**

- Need tools of support contact **Abby** or **Elizabeth**
- Add corrected minutes to RVC website **Beth**
- Send out election candidate update to directors **Gary**
- Interested in tabling at upcoming coop events contact **Natasha**

## **Appreciations**

- Thank you to the election and annual meeting committees
- Thank you Rochelle for executive summary
- Appreciate Abby and Alex for letter regarding customer comments
- Awesome management team for sales growth
- Thanks from Rochelle to Duke, Wendy, and Natasha for work on monitoring reports

**9:00 PM** Abby moved and Wendy seconded to adjourn the meeting.

## **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 September 14, 2022**

**Next Board Meeting September 28, 2022 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	July 21	Aug 21	Sep 21	Oct 21	No 21	De 21	Jan 22	Feb 22	Mar 22	Apr 22	May 22	June 22
Angus Brewer	X	X	X	X	X	X	X	X	X	X	X	X
Alex Risley Schroeder	X	X	X	X	X	X	X	X	X	X	X	abs
Gary Schaefer	X	X	abs	X	X	X	X	abs	X	X	X	X
Abby Getman Skillicorn	X	X	X	X	X	X	X	X	X	X	abs	X
Wendy Messerli	X	X	X	X	X	X	X	X	X	X	X	X
Sarah Axe						X	X	X	X	X	X	X
Angela D’Souza						X	X	X	X	X	X	X
Elizabeth Appelquist						X	X	X	X	abs	X	X
Barra Cohen							X	X	X	X	X	X