

**Northampton Community Cooperative Market, Inc.**  
**Board of Directors Meeting Minutes In Person and on Zoom video-conference**  
**June 28, 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, Wendy Messerli, Gary Schaefer

**Co-op Management Present:** General Manager Rochelle Prunty

**Zoom:** President Abby Getman Skillicorn

**Owners on zoom:** Kevin Parent owner number (14739)

**Facilitator:** Jade Barker

**Zoom Host:** Executive Assistant Debbie Marshall

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

**Presiding:** President Abby Getman Skillicorn

**Absent:** Angela D'Souza, Sarah Abigail Axe

**Meeting convened @ 6:30 PM**

**I.6:30-6:35 PM Member Comments None**

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

- Angus will do the ice-breaker for the July meeting
- All Directors are prepared and ready to report.
- Abby moved and Angus seconded a motion to approve the May 2023 minutes with corrections. The motion passed unanimously with no abstention.

**Action Items**

- Rochelle will share Our Co-op's History Timeline Presentation **In process**
- Going forward with the board about DEI **Abby In process**
- Need tools of support contact **Abby or Elizabeth**
- Sarah to complete Conflict of Interest **Beth**

### **III. 6:45-6:53- PM Debrief Austin Miller Awards**

- Over 600 people attended
- A great celebration
- Live music
- Acoustics were difficult
- Thank you for awarding childcare centers
- Sales were good in both stores
- Raised \$6,710 from food sales which is a record

Abby moved and Barra seconded a motion for Directors, Jade and Rochelle to enter Executive session. The motion passed unanimously with no abstentions.

### **IV. 6:53-7:34 PM Board went into Executive session to discuss confidential matters with legal council**

Clerk Barra Cohen took minutes noting that the Board discussed the legal responsibilities that board members have to the Coop and with regard to board Service.

Gary moved and Wendy seconded a motion to leave Executive session. The motion passed unanimously with no abstentions

### **7:34 7:50 PM Break**

### **V. 7:50 PM River Valley Market LLC and RVC Properties LLC Board Resolutions None**

### **VI. 7:50- 8:12 PM Debrief CCMA**

- Peer learning environment
- CCMA has been operating over 50 years
- Thanks to Angus, Rochelle, Elizabeth, Abby, Wendy, Michelle, and Natasha for attending and giving feedback.
- 3 grocery tours and 26 workshops
- Host was Sacramento Natural Food Coop which opened in 1973
- They expanded to 2 stores in mid-2000's and the second store failed and was closed within months.
- Sacramento store has expanded substantially within the last ten years to 46,000 total sq. feet including a separate building for curbside and delivery service, (which is currently under review for discontinuation), 17,000 sq. feet of retail and a 19,000 sq. foot second floor for deli seating, offices, staff break room and meeting rooms.
- They have expansive prepared food and perishables departments

including leased space for a coffee bar to Pachamama Coffee Cooperative.

- Natasha impressed with signage,
- Angus liked the natural lighting.
- Employees seemed happy with very friendly service.
- The store aisle were notably wide in comparison to ours.
- Excellent power point on the conference prepared by Abby and will be sent to Angela
- Keynote on food sovereignty and urban farms
- Save dates for next CCMA from May 31 to June 1 in Portland Maine (great to get entire board to attend)
- Elizabeth to email her takeaway.

#### **VI. 8:12-8:15 PM Policy C: Global Governance**

- Discussed implications of Roundabout
- Co-op has over 15,000 owners now

#### **VII. 8:10-8:20 PM Propose New Board Budget**

Abby moved and Alex seconded a motion to approve the budget. The motion passed unanimously with no abstentions

- Elizabeth reviewed the budget.
- Budget items that increased were discussed i.e. Columinate fee, insurance, Simply Voting
- Annual Meeting expenses are reduced
- Currently the board is underbudget

#### **VIII. 8:20-8:30 Election Committee**

- 2 prospects for applications
- Working on video campaign
- Next meeting is to be determined

#### **Next Steps**

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

- Rochelle will share Our Co-op's History Timeline Presentation
- Going forward with the board about DEI **Abby**
- Need tools of support contact **Abby or Elizabeth**

- Send out CCMA slides and comments **Abby**
- In-person legal training **for Sarah and Angela Abby**
- Sarah to complete Conflict of Interest form

### **Appreciations**

- Abby attending while on vacation
- Thanks to those who attended CCMA with their inspiring thoughts
- Great meeting with everyone engaged
- Nice ending at 8:30 PM
- Well-run meeting
- Thanks to Kevin for attending

**8:30 PM** Meeting Adjourned

Gary moved and Barra 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.
- Reminder to look at Annual meeting charter for possible updates.
- Columniante has resources for DEI and a series of webinars on financial training.

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

**Next Board Meeting will be July 28, 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	July 22	Aug 22	Sep 22	Oct 22	No 22	Dec 22	Jan 23	Feb 23	Mar 23	Apr 23	May 23	Jun 23
Angus Brewer	X	X	X	X	X	X	X	X	X	X	X	X
Alex Risley Schroeder	X	X	X	X	X	X	abs	X	X	X	X	X
Gary Schaefer	X	X	abs	X	X	X	abs	abs	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	abs	X	X	X
Sarah Axe	X	abs	X	X	X	X	X	abs	X	X	X	abs
Angela D'Souza	X	X	X	abs	X	X	X	X	X	X	X	abs
Elizabeth Appelquist	X	X	X	X	X	X	X	X	X	X	X	X
Barra Cohen	X	abs	X	X	X	X	X	X	X	X	X	X