

**Northampton Community Cooperative Market, Inc.**  
**Board of Directors Meeting Minutes In Person and on Zoom video-conference**  
**Nov. 30, 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, Barra Cohen, Sarah Abigail Axe

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

**Guests:** None

**Absent:** None

**Facilitator:** Michael Healy

**Zoom Host:** Executive Assistant Debbie Marshall

**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**

**II. 6:35 6:55 PM Agenda Review and Approve Minutes**

- Barra will do the ice-breaker for the December meeting.
- Angus moved and Abby seconded a motion to approve the October 2022 minutes. The motion passed unanimously with one abstention.

**II. 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**
- Interested in tabling at upcoming coop events contact **Natasha In Process**
- Beth will send out calendar updates **In Process**
- GM, President and Treasurers report due to Natasha **Done**
- Put in parking lot to change his/her when referring to an officer in role descriptions to singular "they" **Done**
- Further conversation of Ends report at an upcoming board meeting **In Process**

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

### **III. 7:00-7:15 PM BI: Financial Condition & Analysis (IQ)**

Abby made a motion and Alex seconded to accept internal report as a demonstration of acting within board-established boundaries of executive limitations. The motion passed unanimously with no abstentions.

- Great job and thanks to finance team and the adjustments that came in after the audits
- Good news the coop was in compliance in the first quarter
- Sales growth 9 percent
- Easthampton growing and Northampton stable
- 2026 option to buy Northampton land

### **IV. 7:15-7:30 PM Annual Meeting**

- **Celebration Saturday, December 10th • 2 – 4 pm Mill 180 Park**
- 180 Pleasant St., #217, Easthampton, MA
- **AGENDA** Welcome and convene meeting
- Review agenda, introduce Board Members and Candidates for the Board of Directors
- An Indigenous Story: Awashooks, Wise Bear by David Brule
- Brief Reports from our Board President and General Manager
- Keynote address: *Occupied Massachusetts: Finding a Way Forward* by David Brule, Member of the Nehantic Tribal Council and President of the Nolumbeka Project, Inc
- Stories of the stars: An Astronomers View by Llama
- Recognition and thanks to Dorian Gregory former board president and board directors

## **Winter Celebration and Solstice Party Dec. 17 from 3-5 PM Easthampton store**

### **V. 7:30-7:35 PM Preparing for Upcoming Meetings**

- Setting board calendar and monitoring reports
- Decision on dates and time for annual board retreat (possible two half-day retreats one in January and one in May)
- January date possibilities are Jan 21, 22 and 29

**VI. 7:35-7:50 PM Review GM Evaluation Process Michael Healy**

- Reviewed the Summary of Policy Monitoring Reports FY July 1 2021 -Oct. 31 2022

**Break 7:50-8:00 PM**

**VII. 8:00-8:50 Executive Session GM Evaluation**

Minutes taken by Clerk Gary Schaefer

**Next Steps**

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

**Appreciations**

**9:00 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 December 14, 2022**

**Next Board Meeting will be December 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	Dec 21	Jan 22	Feb 22	Mar 22	Ap 22	Ma 22	Jun 22	July 22	Aug 22	Sep 22	Oct 22	Nov 22
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	X	X	X	abs	X	X
Abby Getman Skillicorn	X	X	X	X	X	abs	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	X	abs	X	X	X
Angela D'Souza	X	X	X	X	X	X	X	X	X	X	abs	X
Elizabeth Appelquist	X	X	X	X	abs	X	X	X	X	X	X	X
Barra Cohen		X	X	X	X	X	X	X	abs	X	X	X