

Plainfield Co-op Meeting Minutes - October 8, 2013

Present: Scott Harris, Joseph Gainza, Mike Peabody, Bob Fancher, Sue Chickering, Gail Falk, Chris Jackson (7:20)

Minutes: September minutes approved unanimously

Board Recruitment: Greg Sanford seemed to be a possible idea and Sue suggested Ben Koenig. Joseph will contact both of them to see if there is any interest. We discussed possible reasons why we are not able to get people to serve. Sue suggested that we put something in the annual meeting notice to be mailed. Scott will try Jacob Klein again. We will revisit when Chris comes later. Chris spoke with Aaron Guman and his wife, Monica who seemed somewhat interested.

Annual Meeting: Child care has been arranged for \$20. People need to call the Co-op to reserve a spot. Amy Lester is going to ask if Jamie Spector would be willing to facilitate the meeting. If unavailable she will check with Janice Walrafen. Janice is willing to facilitate if Jamie doesn't want to. Annual Meeting agenda will be: Electing officers, Joseph and Scott will lead a discussion on Equity. Presentation on the By Law amendment to a minimum of 5 board members. With regard to mailing, next Tuesday evening, October 15th at 4:30, Joseph, Sue and Bob, Gail, and Scott will put together and do the labels. Gail will copy the text and send it to Bob. He will format it and get it to whichever copy center makes the most sense. Mike will compare prices and let Bob know where to go. Bob would like to do a Powerpoint presentation on the financial status. Scott will get a projector for this. We will make sure to pass around a sign in sheet. Scott will take notes in Sue's absence. Sue will be coming back from South Carol. but will try to make it.

Board Budget: Bob presented a budget that we discussed and he will modify based on the feedback we gave to him. It will be a significant increase due to the one time cost of a financial review and adding Board insurance to our budget.

Newsletter: Gail will a summary of the recent survey. Bob will write up a financial report. Karen is going to ask the staff for department reports, highlighting various new and exciting developments. Mike wants to submit a report about Loss Leaders. Joseph will call this one, "Talking Turkey"

Link Report: The sign will say "Your Neighborhood Grocery Store", getting rid of the flag and substituting a solid board sign. November 10th is the earliest that this new sign will be put up. The coffee bar/deli is back on the boards and Sam Clark has presented a plan. Inventory occurred and the Co-op was closed for this process. Though it was a bit frustrating working out the glitches, it was an exciting outcome and will cut the time in half. They are going to start wearing NAME TAGS!!! Mike needs help getting rid of the hazardous waste stuff and needs to find somebody with a truck. Bob has volunteered. He and Mike will do this first thing in the morning or the night before. Strategic plan update: Nancy has asked Alan Banbury to chair and take over running Building Committee. Mike may take over being the membership coordinator, but he is not positive. St. J Co-op is not faring well. The board is micromanaging and things seem to be falling apart. Mike is worried they are not going to make it. Our board has extended a formal invitation to the head staff person, Melissa, in case they would like help to our next board

meeting. Paul Hannon will come one day next week to complete a survey. He needs people to help hold poles.

B7 Monitoring report: The B7 report was in compliance in all aspects but B7.1. The plan for compliance is reasonable. We are really missing the monitoring guide that Rebecca had set up and Sue was unable to find/use technologically. Scott said he would be willing to take this on. The data that was recorded with this form is very useful. Hopefully we can get back on track with utilizing this form. Joseph asked about the comments about a lack of communication with the staff, which is technically the link's job, as we are not supposed to communicate directly with the staff. The language in this report seems to contradict the process we are supposed to follow. Mike has been doing a good job of "retooling" and streamlining these reports to just report the important facts and interpretations. Joseph also pointed out how overtaxed Michael must be in trying to do these reports and do all of his other tasks as well. The MC will dialogue with the board if it feels that a request from the board is unreasonable and this issue will be negotiated. **An area of concern raised by the MC is the board/staff get together which have fallen by the wayside and it is the MC's perception that the board has dropped the ball, as it is our responsibility to set these up. Scott suggested we draw up an annual calendar of these gatherings and invite the staff and MC.** Mike suggested that we look more closely at our interpretations of the board monitoring reports. Chris suggested that maybe we develop some clear template of what our board reviews have entailed. Joseph suggested that when we do go through the board monitoring process, we put together a statement of summary instead of just saying that we are in compliance.

B8 Monitoring report: This report was in compliance except for B8.4. This plan has been addressed below in the decision to follow the language of the C-6 policy. The language used "the MC can withhold information" should be changed to reflect the intent of refusing an "unauthorized request from the board", but not withholding information for no reason. Mike wanted clarification on the posting of the minutes and requested that we decide how this will happen. If we follow the C-6 policy, then the management of these tasks will fall on the MC. From now on, the MC will post the Agenda a week before the meeting occurs.

D1 - Board monitoring - Board feels we are in compliance and there were no dissenting objections.

The board went into executive session to discuss a membership issue at 8:00 pm.

Meeting was adjourned at 8:20.