

Plainfield Co-op Board Meeting
March 10, 2015
6:30 pm at the Community Center

Present: Gail Falk, Bob Fancher, Art Chickering, Joseph Gainza, Karla Haas Moskowitz
Mike Peabody

Consent Agenda Approved:

February Minutes

MC Evaluation--approved over email

Revised Policy Governance Calendar

Committee Reports (20 minutes)

Building: Recommendation to replace back fire escape due to safety (the stairs are not safe and lead to a place that is unsafe in an emergency). Will schedule an estimate to re-do stairway. Placement of the stair exit raises the question of elevator location. Which raises the question of whether we need an elevator. Mike raised the question of the long term use of the second floor. We will discuss how to pursue at a later meeting.

Treasurer: Documentation sent to new tax preparer. April 15th deadline should be met.

Communications: Decided to meet a committee every 3 months (quarterly). Working groups will meet regularly to do their work. Charge gives us a direction and framework, but it is up to the creativity of the committee members, themselves. Media sub-committee has been mainly focusing on website. Here is the link to the website Here is the link -

<http://pcoop.hollerithdesign.com>

Communication Committee is bringing in new and enthusiastic member owners who are not necessarily participants in other committees or on the board. This expansion of involvement is welcomed.

Equity: Did not meet. Mike did determine the amount that will be distributed: \$6319.23 pay-out. Two-thirds of members will not get more than \$10 in return (purchase less than \$1000 per year). Currently budgeting enough money this year to be able to pay the dividend next year if it remains at the same rate. The Equity Committee will meet to create letter to members about their dividend. Bob will schedule the meeting.

Update on Andy Robinson/Board/staff facilitation and strategic planning (10 minutes)

Andy Robinson is standing by to do a session with the board and staff in April/May. We need to give Andy some timeframes that Board and MC are available to come for a three-hour session. Once Gail has a general idea of everyone's availability, she will do a Doodle poll. One focus of this session would be to determine the best way for the Co-op (Board and MC) to make larger decisions. A goal of the session would be to develop some consensus around

long- range planning and also offer a refresher that would clarify roles of Board and MC around Policy Governance.

Link Report (30 minutes):

Had three staff meetings since December and Mike will send out minutes.

Personnel committee to ensure that hiring process is in order and writing job descriptions.

Recommended that job descriptions for MC are explicit and aligned with expectations.

Monitoring B3 (Asset protection):

Friday before last (2/20/15) something happened to the computer that resulted into a log into the admin screen. It was not accidental. Someone used the computer and did something to bring it to the admin screen. Mike rebooted computer. There seems to be no damage and the computer seems to be fine, but Mike is still concerned about security. Password is changed.

Recommend that Mike work with current insurance agent and NFCA to help evaluate our current policy. It may be determined it would be best practice to increase insurance coverage for Co-op working member volunteer workers in order to address liability concerns due to the fact that these workers are not covered under workers comp or required to carry their own policy.

Update on policy on donation for staff at Buffalo Mountain:

Mike provided a copy of the newly developed Plainfield Coop Donation Policy and will send electronically. Gail will add language to Board policies that states that donations over \$500 (going to the same recipient in one fiscal year) will require Board approval.

BREAK FOR DESSERT AND CHAT (15 min)

What do we mean by “Sustain the environment”: End #3 is “Sustain the environment through its operations and the products it offers (40 min):

Operations:

Building/facility decisions consider long term impact on environment, energy efficiency, and use green building materials.

Raise community awareness about cooperative economics and practices that best serve and potentially harm the environment.

Keep money in the community--local vendors, contractors, and bank.

Products:

Packaging (discounts for bags, use less plastic, carry more bulk items, carry products with minimal packaging)

Carry products that are produced in a way that is not harmful to the environment and do not diminish the ability to produce again

Buy locally (within 100 miles)

Board Monitoring, C2 Board's Job:

Board reviewed and reached consensus that Board could do a bit better on recruitment effort for Board but was on task in other areas of C2..

Confirming attendance at NFCA meeting: Mike, Dawn, and Joe are going.

Business for next meeting:

Re-evaluate the Community Center in what it contributes for the revenue it produces (next meeting)

Cooperative Development Meeting at Goddard College--Take aways?