

## **Plainfield Co-op Meeting Minutes – 12/9/2014**

### Present:

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

Minutes from November: approved, with the proviso that language about a personnel action be removed.

### Welcome and Introductions:

Karla was welcomed to the board.

### Officers and Committee Assignments:

Officer status was reviewed and decisions made.

Officers: President (Gail), Vice President (Scott), and Treasurer (Bob) all retained as officers.

Karla agreed to take notes and to be Board Secretary with Scott's assistance.

### Committee Assignments:

Joseph will continue as Newsletter Committee link.

Art and Karla agreed to be part of the Communication Committee, together with Joseph.

Joseph, Bob and Scott will continue to serve on the Equity committee.

At this point we don't have an active Membership Committee.

### Board Recruitment and Training needs

Board discussed importance of recruiting a 7<sup>th</sup> member.

Possible Board member leads did not pan out due to these potential board members' busy schedules—these recruits may be able to join the board in a year. Gail will contact Sarah Phillips.

The Board brainstormed Board training needs and discussed the benefit of having a special meeting at Joseph's house where members would discuss the Policy Governance as a group and share member experience thus far with the model. This meeting would provide an opportunity for reflection and debrief as well as offer a training opportunity for new board member(s) regarding Policy Governance. We decided to wait for the January meeting to schedule this in hopes that we may have a 7<sup>th</sup> board member by then.

We will discuss Board training needs at the February Board meeting.

#### Annual meeting reflections/follow-up

Overall feedback regarding the November Annual Meeting was positive; members felt that the meeting offered a valuable blend of important information, opportunities to explore solutions to challenges, and a chance to engage in activities.

Two potential volunteers for the Building committee. Joseph will follow up with them. No volunteers for the Membership Committee.

#### Communications Committee:

Communications Committee Charter was discussed and Gail suggested some minor modifications and the revised Charter was supported. It was also discussed how the Communication Committee could tweak the Charter as they met when they could determine what kinds of changes were needed and were realistic.

Discussed possible advantage to having Co-Chairs for Communication Committee. Joseph will follow up with Karen about this.

Joseph has the list of people who signed up at Annual Meeting as willing to serve on the Communications Committee. He will follow up with them. There seem to be some great volunteers. Perhaps some of those people would be willing to revitalize the Membership Committee.

#### MC Monitoring and Link Report:

The MC did not complete the B2 Business Planning and Financial Budgeting report. The reason is that they have not yet updated the Strategic Plan and they have not come up with a budget for 2015. The impediment to writing the 2015 budget is the MC's uncertainty about what income to project for 2015. This is because there were unexpected fluctuations in income in November. Suggestion was made to Mike that he create two budget scenarios—one that represented a scenario that incorporated the predicted sales revenue and costs based on data prior to November and a second, more cautious scenario, that would take into consideration November's unexpected dip in sales. The Board expects to receive the B2 report, including the budget (or

budgets) in early January and will review them at the January Board meeting.

Mike reported that the MC is implementing a 25 cents an hour increase for all staff retroactive to July. They were worried about how they would have the cash flow to cover this, but they have figured it out.

The MC has not yet been able to come up with a Livable Wage figure. They are waiting for the new Joint Fiscal Office report to come out, probably in January, so they can work from current figures.

Board Photos:

Board Photo will be postponed until Scott is in attendance.

Board Monitoring:

Board members are asked to read the D4 prior to the January meeting. Gail will review the minutes for 2014 and come up with the data we need for the MC evaluation, which we will discuss in January.

Link Evaluation:

The Board went into executive session to discuss the Link Evaluation. The evaluation was agreed to and Gail will review it with Mike.