

Item 2.1 | Approved September 14th Minutes



Board of Directors Meeting Approved Minutes

Date: September 14, 2020

Item 1.0 Call to order:

The regular meeting was called to order at 6:03 PM via webinar at zoom meeting, by Sharon Tobar.

Directors Present: Sharon Tobar, Patrick Beckett, Kim Coontz, Theresa Robinson, Faye Dixon, Treva Valentine, Samantha Conselman, Madison Suoja, Lorin Kalisky

Director(s) Absent: none

Staff Present: Laura Sanchez, Brad Salmon, Weslie Roberts, Vincent Marchese

Guests Present:

Facilitator: Sharon Tobar

Time Keeper: Samantha Conselman

Notetaker: Danielle Marquis

The President determined that notice of the meeting was duly provided as required by Article V of the Bylaws and that a quorum of Directors was present.

Preliminaries:

Welcome and Introductions took place.

Owner Comments:

There were no owner comments.

Board Announcements:

There were no board announcements.

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Agenda Review:

The agenda was reviewed, and the following items were added and/or changed:

Item 5.2 is added for a 30 min Executive Session

Item 4.6 is added for the Annual Meeting Date

Item 2.7 is moved to Item 3.0 A; however, there is no packet item

Vince's Marketing update, will be added to the end of Laura's Operations Update

Item 4.7 is added for the Board Correspondence report

Item 4.8 is added to discuss a Board training opportunity

Samantha made a motion to accept the modified agenda as revised.

Faye seconded the motion. All were in favor, and the motion passed unanimously.

Item 2.0 - Consent Calendar

Samantha made a motion to approve the Consent Calendar

Sharon seconded the motion. All were in favor, and the motion passed unanimously.

Item 3.0 - President's Update

Sharon discussed the updates with the Board

Item 3.0a - PPP loan update

The PPP loan process has not begun yet.

Item 3.1 - GM Search Update

Sharon discussed the updates with the Board.

Item 3.2 - GM Operations Update

Laura discussed the GM Operations with the Board. July 2020 sales were above target and a net income was achieved by the store team

Item 3.3 - Deli Presentation

Weslie presented on the status of the Deli with Board comments and questions.

BREAK 7:29 - 7:40PM

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Item 4.1 - 2021 Store Budget

Laura presented the Store Budget to the Board

Samantha made a motion to adopt the 2021 Store Budget

Kim seconded the motion. All were in favor, and the motion passed unanimously.

Item 4.2 - GM Monitoring - Policy B7

Laura presented her GM Monitoring report for Policy B7.

Kim made a motion to accept the report. Faye seconded the motion. All were in favor and the motion passed unanimously.

Item 4.3 - Survey Review - Policies C2, C8, D

Kim presented the survey review for policy C2, C8, and D

The Governance will follow up with a meeting surrounding the responses to D; the Board's use of Policy Governance needs to be evaluated.

Item 4.4 - Upcoming Survey Review - C3 & C4

The Governance will follow up with an audit of policy C3.2.b re: what the regular meeting minutes will indicate.

Item 4.5 - Review of GM Monitoring - Policies B6

Board members provided feedback on wanted metrics in this policy report. Important metrics mentioned were compensation structures within the Co-op, turn over report, and success plan implementation.

Item 4.6 - Annual Meeting Date

Samantha made a motion to hold the 2021 annual meeting during the evening of May 6, 2020. Sharon seconded the motion. All were in favor, and the motion passed unanimously.

Item 4.7 Board Correspondence

Laura let the Board know the stores response to an inquiry about 19 Crimes Wine that was displayed in the Co-op

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Item 4.8 Board Training Opportunity

Theresa let the Board know about a training opportunity with Columinate. Board members interested in the training will contact Theresa within a week; expenses will be covered by the Board budget.

Item 5.0 - Check-in & Choose next Timekeeper

Samantha moved to begin the executive session at 8:46 PM.

Patrick seconded the motion. All were in favor, and the motion passed unanimously.

An executive session regarding the General Manager search began at 8:46 and ended at 9:35. The meeting was adjourned at 9:35.

/s/ Samantha Conselman, Secretary

Secretary, Davis Food Cooperative, Inc.

Date Approved