

CHICO NATURAL FOODS COOPERATIVE

BOARD OF DIRECTORS' MEETING MINUTES

ZOOM Virtual Link:

<https://zoom.us/j/94659290864?pwd=https://zoom.us/j/94659290864?pwd=VkF0bTR0ODBOSlkzclUySEFCMTZudz09VkF0bTR0ODBOSlkzclUySEFCMTZudz09>

August 30, 2023, 6-8 PM (5:30 to 9 PM Zoom room open)
[2023 Annual Governance Schedule.xlsx](#)

	Time	Topic and Intended Outcome	Action	Who
30	5:30	Optional "Zoom room" set up time	<ul style="list-style-type: none"> ● Get on early enough to get into Zoom and ask for whatever help you need. Be sure you can access the current Agenda with live links in Liza's emailed Monthly report also linked below. ● Folder sequence: Shared drive → BOD → Board Meetings → Monthly BOD agenda and minutes → 2023 → 8-2023 ● Prepare and agree to recording of the meeting. 	Liza, Kathy, Dale Liza record
10	6:00	Welcome and Check-in <i>Build Community/ Connection</i>	<ul style="list-style-type: none"> ● Welcome all: And Introduce Hether Frayer (Cooperative Board Leadership Development (CBLD) consultant) ● Check-In: <ul style="list-style-type: none"> ○ Attending: Kathy, Dale, Anthony, Rick, Wilma, Valerie, Liza and Hether (CBLD) ○ How are you feeling and functioning right now? ○ Questions or comments before we begin? ● Call the meeting to order. <i>Kathy calls meeting to order 6:03pm.</i> 	Kathy
5	6:10	Opening Procedures <i>To get on the same page.</i>	<ul style="list-style-type: none"> ● Annual Board: Retreat Dates and format Update <i>Common house at VOV is available and free, Hether interactive approach to policy monitoring is productive as well as other possible retreat activities. Her goal is to design retreat agenda that is most geared to team building and she requests input from the board members. Liza agrees that the Gallery of Expectations is successful.</i> ● Approve Consent Agenda. <i>Kathy moves to accept, Anthony seconds, No nays, passes unanimously.</i> <ul style="list-style-type: none"> ○ Previous month's minutes: Minutes July 2023 	Kathy/ Hether

			<ul style="list-style-type: none"> ○ This Meeting Agenda. ● Decisions made by email: None ● Review previous month's action items. Bottom TAB 2. ● GM or officers share any written correspondence with the board. ● Welcome comments from attending owners, if any (3 min each). 	
40	6:15	GM: Accountability & Policy Monitoring	<ul style="list-style-type: none"> ● Monitoring Report: B1- Financial Condition and Activities/Quarterly and Annual <ul style="list-style-type: none"> ○ Board questions, discussion, comment ○ Evaluate ○ <i>Wilma moves to accept quarterly report as presented as in compliance with all parts of this policy except Global MML (margin minus labor), B1.1 .1 & B1.1.2 (sales growth & EBITDA), and B1.5.2 (paid inequity growth) Board accepts GM rationale and plans. Valerie seconds, no nays, motion passes unanimously. The board accepts GM rationale and plans. Anthony seconds. No nays. Dale wants more verbiage about net income and EBITA. Comparisons and comments by board forthcoming. Wilma accepts the report for what the information shows, but thinks that there is more information not included that should be seen by the board for how it would affect the information. Motion passes. Comments will be added to GM Monitoring Table.</i> ● Remodel (brief update in GM Report to the Board) <i>Timeline for work getting delayed is challenging for all concerned. The permits are moving through slowly but the General Contractor is behind schedule. Hoping to complete before the holidays but that's not gonna happen. In the interim, space is being created for more sales shelving and space.</i> 	Liza Group Liza

		Current and New Business	Ongoing: Dale is serving in two positions: Treasurer and Secretary. We need a volunteer to step into the role of treasurer. Treasurer is also the chair of the Finance Committee. <i>Rick volunteers for Treasurer. No objections. Appreciations expressed.</i>	
25	7:25	Board Education/ Homework Article	<p>Customer Service for Board Members - Strengthening the Co-op's Public Face -- https://columinate.coop/customer-service-for-board-members-strengthening-the-co-ops-public-face/</p> <p>From Wilma- How to know the Expectations and get feedback from members and shoppers. From Dale- How can the Board work with the staff to turn shoppers into engaged members of a Cooperative Hub in the community.</p> <p><i>Hether recommends using the comment function within google docs. We can practice this.</i></p>	
5	7:50	Closing Procedures and Check-out	<ul style="list-style-type: none"> ● Review new action items: Scribe reads <i>Two new action items. Dale requests clarifications around new general accounting practices regarding lease line items. 2. Kathy to send board members a reminder email with the Columinate article on public interaction.</i> ● Next meeting topics / refer to board calendar. ● Round of insights: What did you observe, discover or appreciate. ● Need anything? 	Kathy
	8:00	Adjourn Meeting	<i>Kathy adjourns meeting at 8:02 PM.</i>	Kathy

	2020	2021	2022	2023
BOD Insurance	\$ 1,769	\$ 1,840	\$ 2,053	1977
Leadership Development	\$ 7,000	\$ 7,275	\$ 7,450	7650
Scribe	\$ 570	\$ 308		
Technology:				
Gsuite	\$ 135		\$ 1,685	1800 Assume \$150/month
Zoom			\$ 110	0 Store will have account
Online Voting	\$ 200	\$ 176		
Meeting Expense	\$ 100			
Other	\$ 338		\$ 243	250 To be safe
BOD Discounts			\$ 2,800	3000
	\$ 10,112	\$ 9,598	\$ 14,341	14677

