

Spiral Natural Foods
Board of Directors Meeting Minutes
April 1, 2019 at 6:30pm

Location of Meeting: At home of Lynn G.

Attendees: Lynn Gannon (president), Renee Thompson (secretary), Alex Mohrbacher, and Sue Taylor (vice president). Tammy McGinn (treasurer). Nikki Milton absent (called in @ 7:37pm). Absent: David Blackie

- **Recruitment Committee** - Alex and Sue. Member-at-large: Lynn
- **Communications** - David, Sue and Nikki. Member-at-large: Lynn

ADMINISTRATION **6:44pm**

- **Call to Order** Lynn motioned to call meeting to order; 2nd by Sue. Motion voted on; passed

DECISIONS

- **Consent Agenda** **6:45pm**

- April 2019 Meeting Agenda

Lynn motioned to approve Consent Agenda. 2nd by Alex. Motion voted on; passed.

- **Board meeting minutes**

- Reviewed March Minutes

Lynn made motion to accept C2 policy from March meeting. 2nd by Sue. Motion voted on; passed.

- Reviewed March executive minutes

Lynn made motion to accept edits. 2nd by Sue. Motion voted on; passed

GM Business **6:52pm**

- **Store Report**

Matt

- Monthly sales increased when compared to 2018. 6.7% over yearly sales compared to last year.
- Matt attending NCG conference in San Diego next week. NCG is covering attendance costs.
- April 1st starts reusable bag program. Customers will get a \$0.05 discount off when bring own reusable bags, spice jars, bulk containers, coffee bags, honey jars, up to 4 bags. Spiral will start charging \$0.05/paper bags.
- YMCA March 22nd hosted an event that targeted health of aging population. Lynn and Sue represented Spiral at this Lunch & Learn event. It went well.

- **B-5 (consumers)**

Matt

- **B5:** GM reporting compliance. Board reviewed. Definition refinements are in the report.

Lynn motioned to accept B-5 as GM being fully compliant. 2nd by Alex. Motion voted on; passed.

- **Q & A** - none

Board Business **7:19pm**

- **Recruitment Committee** **(Sue and Nikki)**

- Recruitment Charter presented

Lynn motioned to approve charter. 2nd by Sue. Motion voted on; passed

- **C3 Policy (Agenda Planning)**

Alex motioned to accept C3. 2nd by Lynn. Motion voted on; passed

- **Policy Committee**

Alex, Tammy & Lynn

- Reviewed Policy Calendar suggested changes

Lynn motioned to approve calendar changes. 2nd by Alex. Motion voted on; passed

- Brief explanation of proposed B policy templates.

Alex motioned to adopt new B policy templates going forward. Lynn 2nd. Motion voted on; passed.

- **GM Employment Agreement Renewal Committee.**

- Proposed temporary committee charter (Lynn, Sue & Nikki)

Lynn motioned to accept charter as written (except change last date to 2019). Lynn will be chair. Alex 2nd. Motion voted on; passed

- **Request for Proposal from GM**

Lynn

- In May 2019, a new 2-year GM contract will be signed

- Matt will submit his proposal to the board in April

- **Communication Committee Update**

Nikki & Sue

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- Meeting held in March - Mary Jones attended as well.
 - Goals:
 - Promote ownership
 - target 20-30's age group
 - Connect with Family Services
 - Connect with medical/dental community
 - Committee will review current Communications Charter and update as needed at next meeting
- Farmer's Market
 - Spiral should be represented
 - Will create a proposed calendar/schedule

Lynn motioned to move into closed executive session at 8:12pm. Sue 2nd.

Lynn motioned to move out of closed executive session at 8:28pm. Renee 2nd.

Open Discussion:

- Alex announced that his family is moving. He will stay on the board for the next few months.

Assigned Responsibilities that resulted from Board Meeting

TASK	RESPONSIBLE PARTY	COMPLETION GOAL DATE
Communication committee - email for Farmers Market	Sue	By end of April

Lynn motioned to adjourn. Sue 2nd. Meeting adjourned at 8:30pm

Next meeting rescheduled for May 13th. Location TBD.