

Spiral Natural Foods
Board of Directors Meeting Minutes
June 10, 2019 at 6:30pm

Location of Meeting: At home of Renee T.

Attendees: Lynn Gannon, Renee Thompson, Alex Mohrbacher, and Tammy McGinn (called in until 7:22pm, then joined in person) and Erin Hood, board candidate. Called in: Nikki Milton. Absent: Carol Morgan and Sue Taylor

ADMINISTRATION

6:37 pm

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

DECISIONS

- **Consent Agenda** **6:38 pm**

- June 2019 Meeting Agenda
- May 2019 Meeting Minutes
- May 2019 Executive Meeting Minutes part 1 and part 2
- Move B2 report moving to July

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

- **Welcome board candidate Erin Hood**

- Erin signed forms of Non-disclosure, Responsibilities of Board Member and Code on Conduct forms
- Board had a discussion regarding if Erin would be able to attend for Executive Meeting after signing agreements. She will be a non-voting participant until elected board member but may attend executive sessions.

Lynn motioned to allow Erin to participate in executive sessions of meetings as she is a board candidate and not a board member. She has signed all required forms. 2nd by Renee. Motion voted on; passed. Forms will be scanned.

- **New Monthly Meeting schedule**

- The monthly Board meeting schedule for remainder of the term are the following dates: July 1st, August 5th, September 3rd, and October 7th

GM Business

6:46 pm

- **Store Report**

Matt

- Sales were up in May. Store is making progress on terms on accounts payable.
- Summer gave her resignation notice to Matt. Fortunately, Matt has hired a replacement.
 - Summer was the designated as GM successor. Gwen has agreed to be an interim successor until Matt finds a permanent successor

- **Policy Monitoring: B-1 update**

Matt

- **B1.3 (Liquidity):** no updates. Will review in July
- **B1.5 (owner drive):** Member drive resulted in 17 new members in month of May
- **Update on labor percent from May reports:** Labor percent was correct. However, another correction was found, which will ultimately show a reduction in labor percent.

Lynn motioned to accept B1 report. Carol 2nd. Motion voted on; passed

- **Q & A** - none

Board Business

6:56pm

- **Board Discussion - Global Ends policy**

- Discussed C1 and store Ends statement. Ends statement may have to be updated to meet the desired outcomes for the future and success of co-op. The board Ends statement should include: desired outcomes, recipients of the desired outcomes, and relative cost and building our brand. It should be a measurable outcome with fluidity to grow with store.

Goal is to have each board member present their version of the Ends statement over the next few board meetings. Lynn will present her suggestions at the July BOD meeting.

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Tammy motioned to accept C1 report. Lynn 2nd. Motion voted on; passed.

- **Policy Monitoring - C5 Alex**
 - After discussion, in accordance with policy C5.2B, BOD member’s conflicts of interest will be verbally discussed with full Board next year when updated Code on Conducts are signed.
 - Other sections of C5 policy comments were reviewed
- **Communications Committee Nikki**
 - Still reviewing possible events for board members to attend. No new updates
 - Board had interest in: Spiral-to-Spiral (brewery) event and/or doing something at Apple Blossoms race at Carpenter Nature Center
- **Customer Appreciation Day - June 22nd Lynn**
 - Board presence should be there from 10am-2pm. See sign-up on DropBox
- **Board member changes**
 - This is Alex’s last meeting in person as he is moving. He will remain on the board. However, he will be on a month-to-month attendance basis via phone conference.
- **Upcoming Events**
 - **Farmer’s Market**
 - A Girl Scout Troop has volunteered to help host a table with the co-op

Lynn motioned to move into closed executive session to discuss Owner Loan Project, possible store expansion and GM contract. Meeting moved to closed executive session at 7:47pm. Motion was 2nd by Tammy.

Lynn motioned to move out of closed executive session at 8:48pm. Motion was 2nd by Renee. Motion voted on; passed

Open Discussion: None

Assigned Responsibilities that resulted from Board Meeting

TASK	RESPONSIBLE PARTY	COMPLETION GOAL DATE
Communication committee - email for Farmers Market	Sue & Lynn	By end of May
Update on B1.3	Matt	July BOD meetings

Lynn motioned to adjourn. Renee 2nd. Meeting adjourned at 8:49pm

Next meeting rescheduled for July 1st. Location TBD.

Lynn Gannon - president
 Sue Taylor - vice-president
 Tammy McGinn - treasurer
 Renee Thompson - secretary

Chartered Committees:

Recruitment Committee - Alex and Sue. Member-at-large: Lynn

Communications - Sue and Nikki. Member-at-large: Lynn

Policy Review - Alex and Lynn