

Spiral Natural Foods Board of Directors Meeting Minutes October 21, 2020 at 7:00pm

Location of Meeting: videoconferencing via Skype due to State of Minnesota Shelter in Place order

Attendees: Tammy McGinn, Jenni Garlough, Annie Zastera, Renee Thompson, Matt Malecha, Leigh Arnoldy, and Jenn Bierma. Absent: Peter Maccaroni, Dina Sagan

ADMINISTRATION 7:10pm

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

BOARD DECISIONS

• Consent Agenda 7:11 pm

- October 2020 Meeting Agenda
- September 16, 2020 Meeting Minutes
- September 16, 2020 Executive Meeting Minutes

Annie motioned to approve consent agenda. 2nd by Tammy. Motion voted on; passed

GM BUSINESS 7:12 pm

• Store Report Matt

- Sales for September were down 5%. October is also showing slower sales. Matt decided that employee hours needed to be cut back. Vicki in marketing went to part-time from full-time.
- Meat and frozen departments sales increased.
- Co-op Deals is going well.
- Power outages
 - Five since last May. Most recent was in September. Xcel Energy identified that the store's location area was not getting enough power to support the area. Matt has submitted a request for reimbursement from Xcel for product loss over this year due to power outages.

• Policy Report

- **B6 – Staff Treatment and Compensation**
 - B6.1.1 through B6.1.5 - compliant
 - B6.2 through B6.6 – compliant
 - GM contract runs through June 2021

Tammy motioned to accept B6. 2nd by Annie. Motion voted on; passed.

BOARD BUSINESS 7:55 pm

• D1 – Unity of Control

- Four of six board members responded to survey.

Jenni motioned to accept D1 Board policy. 2nd by Annie. Motion voted on; passed

• Communications Committee Nikki

- Since Vicki is now part-time, Communication Committee may need take over the Capital Campaign
- Reviewed communication committee role for new board members.

• Member investment buy-back request

- A member requested a buy-back on coop membership of \$100.

Renee motioned that we approve the buy-back of membership of \$100. 2nd by Nikki. Motion voted on; passed.

• C-Share redemption request

- A member requested to sell back C-shares (20) for total of \$2,000 from previous. Discussion.

Tammy motioned to deny the request of repayment of 20 C-Shares. 2nd by Nikki. Motion voted on; passed

• New Board Member Welcome

**Spiral Natural Foods
Board of Directors Meeting Minutes
October 21, 2020 at 7:00pm**

- Welcome Board Director elected for 3-year term: Peter Maccaroni, Jenn Bierma, and Leigh Arnoldy.
- Welcome to board member for 1-year term: Dina Sagan
- Suggest Tuesday as an option for future date
- **Q & A** – none

Tammy motioned to move to closed executive session to discuss possible store expansion and capital campaign. Meeting moved to closed executive session at 8:32pm. Motion was 2nd by Renee.

Tammy motioned to move out of closed Executive Session at 9:04 pm. Motion was 2nd by Anne. Motion voted on; passed

Open Discussion: None

Assigned Responsibilities that resulted from Board Meeting

TASK	RESPONSIBLE PARTY	COMPLETION GOAL DATE

Tammy motioned to adjourn. 2nd by Nikki. Meeting adjourned at 9:05pm
Next meeting rescheduled for November 10th at 7:00pm.