

Plainfield Co-op
Regular Board Meeting Minutes
June 25, 2018

Present: Sarah Phillips, Jean Hamilton, Pete Boyle, Chris Jackson, Jay Hebert

Absent: Giordano Checchi, Alicia White

Staff: Kevin; Rosemond joined at 7:10pm

Discussion of Co-op Member Request to Boycott Israeli Products

The Board read the email from Jules Rabin about a group requesting that Hunger Mountain Co-op and Plainfield Co-op both consider boycotting products in the spirit of the South African boycotts of the 80s during Apartheid.

There was discussion about how many Israeli Products the Co-op carries (and a desire to know). There was discussion about the many products the Co-op may carry from other countries, including the US, that may be violating human rights.

The Board discussed the process for making this decision, and agreed that it is a Board decision that should be made based on the Ends. The Board also thought it could be helpful to hear from members about whether they agreed with this idea.

If products were pulled, it would be important to explain/educate customers on why products were no longer carried.

Decision/Action (Jean): The Board agreed to ask Jules Rabin to consider writing an article for the newsletter inviting members to engage in the conversation.

Jay arrived at 6:40pm. This made a quorum.

Management Report

Kevin has been working with buyers to work on merchandizing in the store, which has involved shifting displays – with a focus on making the shopping experience easier for customers. The deli has been working on adding repack items.

There is a new area/board for communication that is helping.

Kevin is thinking about how to staff receiving in the most efficient way; how it is currently structured and existing labor hours might be scheduled differently. Some of this will depend on delivery schedules of vendors.

Kevin asked the Board to go into executive session to discuss personnel matters. The Board entered executive session with Kevin at 6:53pm. The Board exited executive session at 7:07. No decisions were made.

Kevin reported on reviewing credit card processing contract and possibly renegotiating terms. The Board also discussed a recent change in management policy regarding a customer's request for IOU.

May Board Minutes – Decision: The Board approved the minutes from the May Board meeting.

Financial Review

The Board discussed the May financial statements. There is still a year-to-date loss, but it has improved in the past couple months. May wages reflect the wage scale increases, but not the GM.

There have been some payment delays and errors, and it seems to be cleaned up at the moment (payment terms revised), etc.

The management team is working on making sure that products are consistently available.

Policy Governance/Policy Revision

The Policy Review Committee is planning to meet 3 times in July to review/revise the Board's policies. Jean, Sarah, Gail and Kevin – other Board members are invited to participate to deepen their knowledge of the Board's policies:

Monday, July 2, 3:30-4:30pm

Wednesday, July 11, 4 – 5:30pm

Friday, July 20, Noon – 1:30pm

Action: The Policy Review committee will present recommendations at the July Board meeting for review and approval.

In August, we want to have a Policy Governance Training. We discussed the value of having a really robust, full day training for Board and management. The Board agreed that a significant reboot/reset on Policy Governance will be really good this summer. Chris shared that CDS provided the original training on Policy Governance (when it was first implemented) and felt that it was well done.

Action: Sarah will reach out to CDS to schedule an August Training, and include Kevin, as he may consider using CDS for GM training/support.

It was suggested that the Board have a generic review of Board duties at the July Board meeting.

Action: Jean will draft a board/policy calendar to review at the August Meeting.

Strategic Plan Next Steps – Market Study Communication

The Board discussed how to share the Market Study, and agreed that it needs some framing and discussion when presented to the Membership. The Board discussed putting the Market Study on the website in conjunction with a letter in the newsletter and hosting a discussion of the study in September.

Jean presented a need to focus on re-energizing our membership, engaging membership and communicating with membership. This would include re-invigorating our Committees. This seems to be well-timed for the fall. Summer: Board Governance Reset; Fall: Membership Engagement; Winter: Re-engage on Strategic Plan.

The Board was reminded itself of the requirement (and desire!) to post the agenda for the Board meeting in advance to support participation.

July Board Meeting Topics:

- Community Center Changes
- Financial Review (more robust than June meeting)
- Board Policy Changes
- General Board Training/Review and Policy Governance Training Prep
- Board Calendar Review

The meeting ended at 7:48pm.