

Plainfield Co-op Special Board Meeting Minutes

March 14, 2019, 6:00-7:00 pm

in the Community Center

Special meeting called by Jean Hamilton to discuss recent personnel issues.

Attendees: Bram, Giordano, Pete, Jean, Chris, Sarah

Staff: Kevin

Note: The Finance Committee met prior to the Board meeting to review the February financial statements.

The Board meeting started with a continuation of the discussion of financial issues. Kevin participated in this portion of the meeting.

The Board had a general discussion about the current financials – February did not show improvements and had a substantial loss.

General discussion and thoughts shared: The Board wanted to be honest and direct with staff about the possibility of the store closing. While the Co-op can continue to grow sales, the labor budget is large. The staffing structure can change. There are bad financial numbers, but the Co-op is clearly not 'dead' and there are options about how to move forward. There was discussion about whether to remove the GM role, but agreement that a GM is critical to being able to manage labor costs, assess staffing, support performance, and structure/reassign staff as needed. Those all seem like important steps for the Co-op at this moment.

The Board concluded that the current financial situation is not showing improvement, and decisions of major significance will need to be made very soon. One or more actions include: reducing staffing further, reducing hours of operation (closing midday – this could happen asap), closing one or more days per week, increasing margins, reducing the number of vendors.

There is also a need to communicate to our membership – and that re-engaging our community through crisis is an opportunity. And we can reach into our community through private channels to secure financial support.

There was agreement that the Co-op needs to prioritize getting vendors current.

Who would we break even in March?

- Reduce opening shift to 1 person
- Reduce the number of vendors/reduce hours for buying.

There was some acknowledgement that new systems would be needed to achieve efficiency.

Chris left the meeting at 6:30pm.

The Board entered executive session at 6:45pm to discuss personnel matters. Kevin exited.

The Board left executive session.

The Board left executive session at 7:05pm.

No decisions were made by the Board.

Action: Pete and Jean will set the agenda for Sunday's Board-Staff meeting. (Sunday, March 17th – 1-2:30pm)

Action: The Board will convene a special meeting next week. Sarah will schedule.

The Board adjourned at 7:08pm.