



APPROVED MINUTES

Upper Valley Food Co-op | Board of Directors Minutes

May 23rd, 2023, 6pm | Hybrid

193 North Main Street | White River Junction, VT 05001+

Directors present: Tina Barney, Kate Rohdenburg, Zea Luce, Debbie Diegoli, Pamela Perkins, Rio Pires, Chris Sneddon, Sam Sukumar, Kerry Rosenthal

Directors absent: none

GMT present: Sue Miller, Norm McMullen

Members present: none

Others present: None

Facilitator: Tina Barney

Recorder: Larissa Sharff

PROCEEDINGS

Open meeting begins at 6:00pm. Called to order by Tina Barney.

1. Agenda & Announcements

- Reading of the Ends
- Board Emails: none
- Member Comments: none
- Agenda Amendment: none
- Announcements: none

2. Meeting Minutes

- April Meeting Minutes
 - Change: one typo, one minor correction
 - **Approved by CONSENSUS**

3. New Business from the GMT

- Financials
 - No major changes. We're still chugging along.
- Store Traffic
 - Sue noted that the store has felt very busy, and Robert Lucas (Produce Manager) commented that Sundays have been much busier than the winter.
- Customer Survey
 - Results from the April customer survey are included in the packet. It was nice to see that customers are so pleased with our staff.
- Staff Changes
 - Simon Pacht has been promoted to Front End Manager, and Melinda Tascarella has been promoted to assistant Produce Manager.
- Seating Area
 - Tina asked about opening the seating area. Sue said that there's difficulty with getting customers to clean up after themselves and properly sort their waste. Discussions around the seating area are starting, and they'll include the incoming GM.

4. Policy Governance

- EL8 Communication and Counseling to the Board
 - Kate led the discussion of the policy and monitoring.
 - Chris talked about having examples for the policies, especially to help with the transition to the incoming GM, who hasn't worked with a board before. It would be useful to have a sense of how much data the board is expecting from the policy monitor-

ings. The board talked about bullet points of what kind of data the board would like for each policy.

- **Approved by CONSENSUS**

- G7 Cost of Governance

- Debbie reviewed the policy and led the discussion.
- Zea pointed out that the board email is not prominent on the website, making it hard for customers/members to reach out. Larissa will change this.

- **Approved by CONSENSUS**

5. New Business for the Board

- Board Budget

- Debbie made the changes discussed at last month's meeting. She pointed out a number that got hidden in the formatting.
- Tina asked about the contract with Michael Healy and Debbie noted that his current contract is through December. Tina said that she finds Michael's time helpful. He answers questions and suggests paths forward for various situations. He was the one who recommended getting a consultant for the GM Search. She pointed out that in working with a new GM it would be especially useful to have Michael's advice. Zea asked if she could attend the meetings with him. Tina said it's open to all board members.
- The board approved the budget pending minor changes.

- Nominating Committee Check-in

- Nom Com didn't meet this month, but Kate attended First Friday and most board members have submitted their "Why I'm on the Board" blurbs. Sam is planning to put them together into promotional recruitment materials.
- The newsletter had a piece about the board recruitment.
- The board discussed First Fridays and if the board should be more involved in making it an active event. Sam and Kate talked about getting in touch with Kim Souza, who owns Revolution and is organizing a parking lot party in downtown White River for the June First Friday.
- Chris, Rio, Kerry, and Zea will run for re-election. Debbie won't run for re-election.

- GM Search Committee Check-in

- The co-op has a new GM! Darrion Whalen has signed the offer letter. He will start part-time in mid-June and transition to full-time on July 1st. He doesn't have co-op experience but he's been a general manager before, so it should hopefully be a fairly smooth transition.
- Sue will do the Ends report for this past year, since it encompasses the time before Darrion became GM. She will walk him through how she does the Ends report. Norm will hang around to do bookkeeping until we can hire a new bookkeeper.
- Tina gave a huge thank you to Melanie Reid for her help with the GM Search. Zea had the idea to send her a thank-you gift box of items from our co-op. The board approved of this idea.
- The board members noted their gratitude to Tina and the GM Search Committee for all their hard work.
- The board had a discussion about farewell gifts for Sue and Norm.

- Check-ins

- Newsletter: The GM Search Committee will submit an announcement that we have a new GM.
- Juneteenth: HCCS had a Juneteenth event last year and has invited our board to attend.
- Ice Cream Social: Nom Com will have a table to connect with the membership.
- CCMA attendance: Sam is attending in person, Tina is attending virtually.
- Board Education Trip: The board discussed having a board social event on Tina's property. Kate pointed out that it could be a good opportunity to connect with Darrion.

6. Assignments

- EL&EL1: Kerry
- Zea: sending a email about GMT gifts
- Chris: attending First Friday

7. General Session Adjourned 7:45pm