



APPROVED MINUTES

Upper Valley Food Co-op | Board of Directors Minutes

February 28th, 2023, 6pm | on Zoom

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

Directors absent: Kerry Rosenthal

GMT present: Sue Miller

Members present: none

Others present: Melanie Reid

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:
- Member Comments: none
- Agenda Amendment: none
- Announcements: NFCA Annual Meeting is in person at Greenfield Community College, on Saturday March 18th. Tina will be going and is open to carpooling.

2. Meeting Minutes

- January Meeting Minutes
 - Change: none
 - **Approved by CONSENSUS**

3. New Business from the GMT

- Chat with Amanda Charland
 - Sue had a chance to talk with Amanda Charland of the HCCS and is looking forward to talking to her again about providing joint educational opportunities for members and customers.
- Financials
 - We're in the black!
- New Employees
 - We've hired three new people, and it's great to be back up to full staff.

4. New Business for the Board

- Consultation with Melanie Reid, GM Search Consultant
 - Introduction: Melanie has been in the co-op sector for about 25 years. She first started as a cashier before moving up and eventually spending 4 years as a GM. She has helped open co-op stores and has done a lot of research and consulting. There has been a great deal of turn over in the co-op sector these past few years, and she has helped a large number of co-ops search for new GMs. Fifty percent of the co-ops in NCG have had GM rollover since the pandemic.
 - Getting to know UVFC: Melanie asked a series of questions to get a sense of our co-op and what makes it unique. *What do you love about your co-op?* Bulk, cheese, product selection, friendly staff, social atmosphere. *What do you hope for the future of the co-op in the next 5 years?* Solar panels, programming, reaching out to schools, telling the story of why our co-op is unique.

- Thinking about the GM position: Melanie asked what the board is looking for in a candidate. *What qualities should the next GM have?* Good leadership, people-person, sense of humor, lead by example, curiosity and flexibility. *What do you appreciate about the current GMs?* they support their staff, they're patient, they are hands on.
- Relocating: Melanie asked the board to describe what is great about where we live. *Why would someone want to move to the Upper Valley?* It's a vibrant area, an abundance of resources, helpful non-profits, great mix of nature, agriculture, and culture, public nature areas, WRJ has lots of art including the Center for Cartoon Studies. *What about the food scene and housing options?* Food scene is decent. Housing options are not.
- Qualifications Priorities Worksheet: Melanie reviewed the results of the worksheet that the board filled out. Nearly every quality was marked as Required, which means that the board will need to start narrowing down. She asked the board members to voice a single qualification that they feel strongly about to get started with narrowing down. (Models excellent performance, Self-aware, Managing people, Building and leading teams x2, Financial management, Embraces co-operative structure)
- Moving forward: Melanie explained that once the qualifications priorities are narrowed down, she'll share that list with GM Search Committee. It will be used when considering candidates, both in reviewing their applications and in forming their interview questions. It will be a tool for comparing and contrasting candidates, and making sure that candidates are properly qualified for what the board is looking for in a GM.
- Questions: Rio asked if Melanie has seen a smaller store with a store manager between the GM and the department managers. She said not really. A store manager doesn't usually appear until a co-op is around 8-10 million in sales. She's of the opinion that having a store manager in a smaller store is not always the best use of labor hours. Debbie pointed out that when Sue and Norm started, Kye was the GM, Sue was the store manager, and Norm was the financial manager, and they weren't all working full time.

5. Assignments

- EL3: Kerry
- G&G1: Pamela/Kate
- EL10: Rio
- Tina: Newsletter Announcement of GM Search Committee

6. General Session Adjourned 8:00pm