



Board of Directors Monthly Meeting

Wednesday 5/27/2020, 5:35 – 6:30 pm

Location: Due to Coronavirus emergency, this was a virtual meeting via Zoom

Board Members present: Amanda Qualls, Darin Short, Phyllis Miller, Denise Diener, Sherri Kirchner, Rose Shetler,

Absent: Clayton Miller, Mark Seeley

Staff present: Brad Alstrom

1. **OPENING ACTIVITIES** (5:35 pm)

- There was a reading of our “Ends”
- Check-In: “Are we prepared to act on everything before us?”
- Declaration of quorum
- Decisions:
 - Approval of minutes from the February 26, March 25 and April 22 board meetings
 - Motion to accept (DS), Second (SK) and no discussion
 - Vote 6/0/0

2. **GM REPORT** (5:40 pm)

- Brad gave a thorough Covid 19 update which included:
 - They continue to follow the local health department guidelines encouraging staff to stay home if ill and to report any contact with anyone confirmed Covid positive.
 - In addition to staff, customers and vendors are now required to wear masks. Feedback is mostly positive however there has been some occasional pushback.
- Brad has extended an invitation to Gretchen and Chris (Managers) to occasionally attend these board meetings.
- Staffing report included:
 - several new hires, one from the Clubhouse
 - Staff survey done by Columinate will be postponed for at least 2 months
- CCMA will take place in a virtual format this year. Although this is disappointing, it will allow more participants at lower cost. Brad will forward a link to the information to us.
- Will give an update on the new membership program next month.
- The new logo was modified slightly for a more pronounced difference than another local business that has something similar.
- We have received additional exposure this month related to our Covid practices including DGI and WSBT
- Financials:
 - Cash flow is good
 - We received the funds from the Payroll Protection Program
 - Holding on proposed capital projects. May move forward with refrigeration cases if necessary. Will request approval from the board prior.
- Continuing curbside pickup. Not used as much as anticipated making it manageable

3. POLICY GOVERNANCE (6:00 pm)

- GM Reports will be postponed, except for X.1 Financial quarterly reports. Amanda and Brad will develop a tentative plan to reschedule.
- Board monitoring:
 - G.7 Board Meetings:
 - Motion to accept as compliant (RS) and second (DS)
 - Discussion: need to set up a process to allow public to attend the meeting. Brad will engage Amanda Guzman (Marketing Coordinator) to make this happen with a FB event and set up Zoom access
 - Vote 6/0/0 Motion passes
 - G.8 Governance Investment:
 - Motion to accept as compliant (PM) and second (SK)
 - Discussion: None
 - Vote 6/0/0 Motion passes

4. Additional Agenda Items: (6:15 pm)

- Paying for staff meals with board member stipend accounts
 - The board was unanimous in agreement that this should be done
 - Let Brad know the amount by email and he will make the modifications on the board accounts.
- **Continued action items:**
 - **Brad or Phyllis will scan the signed NCG agreement copy into Dropbox**

5. Upcoming events/dates:

- June board meeting: June 24, 5:30

6. Meeting Adjourned (6:30 pm)

Minutes submitted for board approval by Phyllis Miller, Secretary

Phyllis Miller

05/30/20