



Board of Directors Monthly Meeting Minutes

Wednesday, April 28, 2021 at 7:00 pm

Location: Due to the ongoing pandemic, this meeting was held virtually.

In attendance: Malinda Berry, Gwen Gustafson-Zook, Amanda Qualls, Rose Shetler, Darin Short, Clayton Miller, Chris Horst, Brad Alstrom

1. Amanda let Brad know the results of the Executive Session to accept his proposed Compensation Package, effective 3/15/21.
2. OPENING ACTIVITIES (7:09 pm)
 - Our MCM “Ends” (read by Amanda)
 - Check-In: Are we prepared to act on everything before us? All prepared
 - Declaration of quorum
 - **Decision: Approved**
 - i. Approval of Mar. 24, 2021 minutes
Rose moved that we approve the minutes as written; Darin seconded the motion.
No discussion.
All in favor; 5 for, 0 abstains
3. GM REPORT (7:13 pm)
 - Question of what data we will use in relation to masks and safety protocol.
 - i. CDC Recommendation
 - ii. Elkhart County Recommendations
 - iii. State Guidelines
 - iv. What we think we can manageChris noted that there’s been some uptick in the number of patrons who are pushing back against the mask mandate in the store. Brad noted that he heard from one patron that they were concerned we might open up too early. The current mask mandate runs out May 14th, 2021.

Staff Treatment Report: Used the Columinate template. Brad was pleased with the survey results. Next step: Brad will be sharing results with staff.

Conversation:

- The staff concerns for Health Care Benefits were noted by the Board and by Brad.
- Appreciated the fact that staff took the time to make thoughtful comments, showing signs of an engaged staff.
- Malinda noted that she is trained in Non-Violent Communication and would be willing to either point Brad in directions for resources or providing training to staff.
- Darin raised a question about staff turnover. Brad noted that the Management Team has had less turnover than in the past. This situates the Coop well for future growth.
- Amanda noted that there were no real surprises in the staff survey, which is great.
- Brad noted that the process was very smooth. Having a third party run it was an asset. Melanie (from Columinate) doesn't recommend any changes in our process (every two years doing the staff survey). The question of when is the right time to bring in an HR

position is one that is live and on the table.

4. POLICY GOVERNANCE (7:35 pm)

Reference materials: Decision tree

o POLICY MONITORING

i. Monitoring of GM

1. Decision: X.6 - Staff Treatment

Gwen moved that we accept Brad's report of X.6 as in compliance. Darin seconded the motion.

No discussion

All in favor; 6 for, 0 abstains

ii. Monitoring of Board

1. Decision: R - Global Definition of Relationship (Board-management relationship) and Decision: G - Global Governance Commitment (Board governance process).

2. Discussion:

a. Appreciate having Chris from the Management Team in on Board Meetings. Other opportunities for Management Team participation with the board would be welcome.

b. Amanda noted the significance of G - Global Governance Commitment as central to our organization.

Rose moved that the Board is in compliance with the R - Global Definition of Relationship and G - Global Governance Commitment);

3. Rose moved that we accept the monitoring report on POLICY R and POLICY G as in compliance. Malinda seconded the motion.

All in favor; 6 for, 0 abstains

5. ADDITIONAL AGENDA ITEMS (7:45pm)

o NCG Impact Report -

i. Brad noted that this is, in some ways, a typical ends report. It is interesting and shows that we are part of something much bigger than just ourselves.

ii. Rose noted with appreciation the focus on racially just food systems, food systems and the climate crisis, strengthening communities.

iii. Malinda noted that the numbers represent us.

iv. Amanda noted that it is informative and inspiring; a good report to provide to prospective board members. This is a well timed resource.

v. Brad noted that we will have our own Impact report or Ends Report for our Annual Meeting.

o Deadline for Board Applications is May 23rd. Amanda will send materials out to the Board. Now is the time to be reaching out to potential Board Members. If folks have people they plan to contact directly, let the other Board Members know (through an email thread). This is the work of the Board for the next couple weeks. We could have 5 seats available.

o Upcoming meetings:

vi. May Board Meeting: Wednesday, May 26, 2021 @ 7:00 pm (We will plan to meet at the Coop with a remote option).

vii. June Board Meeting: Wednesday, June 23, 2021 @ 7:00 pm

o [Columinate events](#)

6. ADJOURN (8:06 pm)

Respectfully Submitted,
Gwen Gustafson-Zook
April 28, 2021