Sno-Isle Food Co-op
Board of Trustee's Meeting
Date: April 3, 2023

Submitted by: Taryn Cooper
Attendance Log:
   Present: **B.O.T.** Tye Ferrell (President), Bruce MacCracken (Vice President),Steve Moore (Secretary), Kari Quaas (Treasurer), Ana Gregory via Teams, Stevie Wallace, Christina Kilbourn via Teams, Diane Belote
G.M. Leah Scates
   Absent: Richard Porter
Confirmed Resignations: None

Meeting Start: 6:08 pm in the Boardroom

Board Education: New Election Platform Demo
- A demonstration of the new election software – given by Taryn

The Board was curious to know why we would move towards this system and whether it would be beneficial. They were informed about all of the research done by the Co-op's Communications Coordinator about changing to the new system which included:
- Accessibility
- Data collection over time
- Entirely third party
- Fewer errors, ex. During last year's election there were errors due to owners not knowing their ID

Call to order

   Agenda Amended and Approved Unanimously
   Minutes Approved Unanimously

   FLOW CHART FOR THE FOLLOWING:
Nominating Committee minutes have been read:
   In packet
CEC Minutes have been read:
   Skipping April 11th meeting, started delivering to a community food pantry
DEI Committee Minutes have been read:
   There was concern brought forward that MSG is approved to be carried in store. During the DEI meeting it was discussed that while the Co-op's product guidelines prioritize healthful, we would also like to prioritize inclusion and community. We are not healthcare providers and would like to leave the choice to

consumers. Our product guidelines are also being reassessed so that we're able to carry products that meet WIC guidelines so that we can extend this service to our community.

Executive Committee minutes have been read:
> In packet

Policies have been read: D.1 & D.2
> Tye moves that D.1.2.4 should be changed to January rather than December
> Stevie Seconded
> Approved unanimously

Monitoring Report has been read: B.6

GM Monthly Report has been read:
> In packet

Calendar Review and Discussion:
- April 5th, 5:30-6:30pm – Policy Governance Committee meeting
- April 12th, 7-8pm – Nominating Committee Meeting
- April 24th, 6-7pm - Finance & Executive Committee meeting
- April 25th, 3:30-5pm – DEI Committee meeting
- May 1st, 6-8pm – BOT monthly meeting

Finances: Approval of Board Budget & Approval of quarterly key ratios format- Leah

Leah Proposes that the Board accepts quarterly key ratios instead of monthly
Diane moves to approve Leah's proposal
Stevie seconded
Approved unanimously

Leah Proposes that she present the Board a Monthly Finance Report rather than Key Ratios each month
Stevie moves to approve Leah's proposal
Steve seconded
Approved Unanimously

BOT Candidate Recruitment
- Review Draft Board Job Description- review before next meeting and discuss
- Who are we looking for?
- How wide a net do we cast?
- How do I recruit and when?

The Board discussed whether or not they should directly recruit candidates to run for the Board and what that might look like. While there is concern about recruiting creating an imbalance of power, it was agreed that while any Co-op Owner can be

recruited, they will still need to be elected by majority. It was suggested that the Board take a current skillset inventory to see if there are any areas that are lacking and could use some strong recruitment. Overall the Board agreed that even if they have targeted goals for candidates that they should remain open.

BOT Communication
- Discuss BOT members contributing to quarterly BOT e-newsletters

The Co-op's Communications Coordinator is working towards putting out a quarterly e-newsletter and is looking for contributions from Board members. The e-newsletter will be added to the Board calendar so that members will know when materials would be needed.

Board photos taken for the website/in store - Leah
Rescheduled for May

Parking Lot / Open forum:
Executive Committee: Diane has resigned from Secretary,
Bruce moved Bruce is Vice President and Steve is Secretary
Stevie seconded
Approved Unanimously

Code of conduct
The Board read Sno-Isle Staff's COC and discussed creating one for volunteers such as the BOT and Nominating Committee; they would like it to be worded as a list of "*shoulds*" rather than "*should nots."* It was also suggested that we may want to create a code of conduct for vendors outside of our current B Corp standards in the future.

ACTION: Leah and Taryn put together binders for Board members as well as copies for Boardroom

Future Prepping
Looking at encouraging people to invest in the Co-op through several avenues, and to coordinate this it was suggested there may be a need to start another committee. The BOT would like to create a concrete plan for expansion that will continue even after Board members leave. The Board discussed shuttering Facilities Planning Committee for a period of time to focus on Future Planning Committee.

Questions to ask at the end of the meeting:

Updates to communicate to the member-owners?

Anything for the Decision History Log?
Tye moves that D.1.2.4 should be changed to January rather than December
Stevie Seconded
Approved unanimously

Leah Proposes that the Board accepts quarterly key ratios instead of monthly
Diane moves to approve Leah's proposal
Stevie seconds
Approved unanimously

Leah Proposes that she present the Board a Monthly Finance Report rather than Key Ratios each month
Stevie moves to approve Leah's proposal
Steve seconded
Approved Unanimously

Bruce moved Bruce becomes Vice President and Steve becomes Secretary
Stevie seconded
Approved Unanimously

Website: Any request for changes, updates, etc. from the board?

Request for next month's agenda:
Discuss the Nominating Committee and whether they should exist in their present state.
How did we do and how can we do better?

8:04pm   ***Meeting Adjourned***