

Sno-Isle Food Co-op
Board of Trustee's Meeting
Date: March 7th, 2022

Submitted by: Jenny Orr

Attendance Log:

Present: B.O.T. Bruce MacCracken, Tye Ferrell, Steve Moore, Doug Kimball,
Ana Gregory, Stevie Wallace, Kari Quaas

G.M. Leah Scates, Christina Kilbourn

Absent: Adasha Turner

Confirmed Resignations: Stephanie Davis

Meeting Start: 6 pm

6:00- 6:30 pm Education time: Kari Quaas and Stevie Wallace presented on the consumer survey.

(Reference: <https://www.farmfishflood.org/blog/2022/2/25/special-topic-video-local-agriculture-and-consumer-behavior-in-snohomish-county>)

The Board reviewed one of the videos and discussed organic and local farming. One topic that outreach can educate customers on is how much time it take to produce food that goes to the market (i.e. cabbage). Land for farms, run-off, affected ecosystems, sustainability, are just some of the topics that were involved.

Currently our Co-op doesn't have a farm fund and would like to. Most other Co-ops do have some kind of farm fund (set aside money each month for a local farmer). This can be used to create scholarships to help conventional farms go through the organic certification process.

Call to order

Agenda - approved
Minutes - approved

Committee Reports:

- Nominating Committee minutes - included in the packet.
- CEC Minutes - included in the packet.
- Executive - included in the packet.
- Policy C.4 - included in the packet.
- Monitoring Report on the Mission Statement - included in the packet.

- GM Monthly Report – included in the packet.

Calendar Review and Discussion:

- March 8, 4:45-5:45pm – Community Engagement Committee meeting
- March 9, 7-8 pm – Nominating Committee meeting
- March 16, 6pm in person on site – Facilities Planning Committee meeting
- March 28, 5:30-6:30pm- Finance & Executive Committee meeting
- April 4, 6-8- BOT monthly meeting

Welcome Ana Gregory, our new Board member to replace Stephanie Davis who had resigned due to time constraints.

Store Reconfiguration – The GM has been looking at how to change the flow of the Co-op to run more smoothly. NCG is working with the Co-op on how to expand center store departments. The first planning phase should start this month.

Phase one is making our storage rooms more functional. Making more room for staff breaks and lockers is one goal. The other storage room will be used for paper products and Co-op branded swag.

Phase two is removing the bulk catwalk and moving bulk closer to the wall to create more space in the bulk retail area.

Phase three is creating aisles and shelving where we can put backstock on top of the aisle. This will help make working backstock much quicker. This will create more room for produce prep in the receiving area. We will be able to have some shared workstations for department clerks and leads in this area as well. Lighting will also be adjusted for backstock on top of shelves.

Phase four is creating a one-on-one meeting space within the current office. There is currently no meeting area for managers to review and develop employee skills. The deli may also be able to have a room for their backstock across the hallway from the deli back door.

The Board would like to meet in person again. The Co-op is possible looking at a space upstairs for classes, Board meetings, and committee meetings.

Painting and signage will also be updated. Final phase is redoing the window signage. NCG does not recommend redoing the awnings outside at this time as it is a very investment. The Co-op is under budget for the NCG suggestions for the store reconfiguration.

Finances-

- Our numbers look great this month. Income from Service Deli is up 23.4%.
- Net Income YTD was \$169k vs prior period at \$131k.
- Labor margin is up to 27%. Waiting for prices and sales to rise. Expecting improvement around April. This will improve our labor margin.

Questions to ask at the end of the meeting:

- Updates to communicate to the member-owners? Store reconfiguration and improvements coming soon! Supporting and educating on transitional farming & conventional.
- Anything for the Decision History Log? No.
- Website: Any request for changes, updates, etc. from the board? Yes, BOT update.
- Request for next month's agenda: Code of Conduct and Board transition process reviewed, DEI process, Leadership Snohomish county for education time.
- How did we do and how can we do better?

Action Items:

- Leah - On-Board training to be set up for Ana. Bruce would like to attend.
- The Board needs to decide on to meet in person or Teams next month.
- Jen will email marketing - Need to update website with new BOT

8:00pm Meeting Adjourned