

Sno-Isle Food Co-op
Board of Trustee's Meeting
Date: June 6, 2022

Submitted by: Taryn Cooper

Attendance Log:

Present: B.O.T. Bruce MacCracken, Tye Ferrell, Christina Kilbourn, Doug Kimball, Stevie Wallace, Kari Quaas

G.M. Leah Scates

Absent: Steve Moore, Ana Gregory, Adasha Turner

Confirmed Resignations: None

Guest: John Mostrom

Meeting Start: 6:08 pm via TEAMS

Snacks and Education time

John Mostrom, chair of the Nominating Committee, returned to continue discussion about Board and Nominating Committee (NomCom) relations.

John restressed how valuable it would be to have members of the Board at tabling and community networking events. A member from NomCom will attend Board Meetings in August and October to discuss relations further.

BOT Election Dates:

- 8/1/22 Board candidate applications are due
- 9/1/22 Election begins
- 10/28/22 Voting ends
- 11/1/22 Count happens

The Board was asked how they felt about extending NomCom term limits and general agreement was for two years, with a rule change being made following this year's election.

The question was raised as to how the public can attend virtual Board Meetings. All they need to do is contact Taryn via botassistant@snoislefoods.coop and an invitation can be sent via Teams.

6:29 Call to order

Agenda: Approved

Minutes: Approved

Committees & Reports:

- Nominating Committee minutes in packet

- Community Engagement Committee: Would like Board involvement at Sno-Isle's Birthday Party July 17th 12-4pm
- Executive Committee: minutes in packet
- Finance Committee: Basket counts were reviewed as requested at May's meeting and are correct. Target Labor Margin was discussed being raised from the current budgeted 24% closer to 30%, as many co-ops are also at a higher percentage. A decision was reached unanimously to raise the benchmark, see "Anything for the Decision History Log?" below.

Policies for review: D.3 & D.5

- D.3 Agenda Planning
- D.4 Executive Roles

There were questions specifically regarding the Treasurer's responsibility as D.4 states the following:

D4.3.1 The treasurer recruits members for the committee.

D4.3.2 The treasurer conducts quarterly meetings to monitor compliance with policy D.4 and reports monitoring results to the Board quarterly.

D4.3.3 The treasurer reviews and monitors policy B.5 annually and reports to the Board in September

Action: Review D4.3.1-D4.3.3 at the next Executive Meeting

Action: Leah will reach out to Todd Wallace to see if Columinate has any examples of similar policies we can use.

Monitoring Report has been read: None

GM Review:

Tye shared the results of Leah's Evaluation. All scores were "Meets Expectations" or higher. The Board expressed their gratitude to Leah, who, in turn, thanked the Board for giving her the space to grow into her role as GM.

Safety scores, while over an average of 3 (Meets Expectations) are an area where the Board would like to see improvement and make sure staff feels safe. Leah reported that Sno-Isle's staff-run Safety Committee had their first meeting that day (6/6/22) and went over some of the items discussed, such as active shooter training.

GM Monthly Report: Included in packet

Calendar Review and Discussion:

- June 8th, 7-8pm Nominating Committee meeting
- June 14th 4:45-5:15pm Community Engagement Committee meeting at Sno-Isle

- June 22nd, 6-7pm Facilities Planning Committee check-in
- June 27th, Finance and Executive Committee meeting, virtual
- July 9th, Board Retreat, tentatively located in Board Room, to be finalized by July 1st

After some discussion the Board decided to plan on having their retreat in the Board Room, with some flexibility due to the pandemic. If cases are on the rise as the retreat date approaches it will be decided if the location should be changed to outdoors, or the meeting should be held virtually. If a change is made it will be made no later than July 1st.

Market Study:

The question was raised as to whether or not parking and impacts from events at *redacted* were considered in the market study. It was confirmed that they were, and that there are multiple multi-level public parking garages nearby.

DEI Committee:

This committee hasn't met yet, but Leah will have staff that signed up confirm their availability and something can be scheduled for after Steve returns.

Nominating Committee Function:

The Board discussed how it could be more engaged in the functions of the NomCom, including recruitment and elections, so that the Board's needs are best met. Other co-op's have moved toward having the nominating functions as a Board Committee, rather than having separately elected Nominating Committee members and an entity that is relatively disconnected from the Board. The Board agreed on the importance of the Nominating Committee functions, the important work that the current NomCom members are doing, and the need for the Board to be more involved in recruitment, elections, and other NomCom functions, whether through improved coordination or some kind of organizational change. In addition, there was interest in making recruiting and elections marketing easier on Marketing staff. The Board agrees to continue the discussion, to engage with NomCom, and to consider any possible changes after the current election. The Board agreed to discuss the issue in more detail at the July Retreat.

Board Membership:

Adasha Turner said she planned to attend the July retreat, at which time the Board can discuss her interest on remaining on the Board, versus serving in some other role.

Bruce also agreed to reach out to Ana Gregory to check in with her and explore her interest in remaining on the Board.

Parking Lot / Open forum:

Tye clarified that there are two ways to change our Bylaws:

- To propose a change and have it voted on by our owners
- The Board can make changes, but need to give notice. They cannot make changes to any part of the Bylaws that have been changed in the last year.

We are due for a CPA audit this year, and the Board has entrusted Leah to select one. Leah has reached out to two CPAs and is waiting for a response. Christina will need to sign off on the audit and will be included in all audit discussions.

Questions to ask at the end of the meeting:

Updates to communicate to the member-owners?

Anything for the Decision History Log?

Christina moved to update Sno-Isle's Key Ratios to change Target Labor Ratio to 27%

Tye Seconded

Passed Unanimously

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

Request for next month's agenda:

How did we do and how can we do better?

7:57pm

7:57pm

Meeting Adjourned

Executive Session