

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

Submitted by: Taryn Cooper

Attendance Log:

Present: B.O.T. Bruce MacCracken (President), Tye Ferrell (Vice President), Christina Kilbourn (Treasurer), Steve Moore (Secretary), Doug Kimball, Ana Gregory, Stevie Wallace, Kari Quaas

G.M. Leah Scates

Absent:

Confirmed Resignations: None

Meeting Start: 6:01 pm via Teams

Snacks and Education time

The Board received an update on Nominating Committee's first "Get Out the Vote" tabling from John and Doug; the overall consensus was that it was a success! Members were excited and many had already voted, those who were in a rush scanned the QR code provided for their convenience. John and Doug requested Board presence at tabling events, and Taryn forwarded instructions to the BOT for Sign-Up Genius so they can sign up for shifts. Leah proposed "Coffee with the Candidates" for October tabling events. This would be a drop-in event for Board and NomCom candidates to campaign for themselves.

There was also discussion between the Board and NomCom about putting together a job description for Board Members. Tye wrote one in the past (attached as separate document), and it was not approved by NomCom. Leah proposed an interim "Steering Committee" comprised of Board and Nominating Committee members to create a job description for Board Members.

6:28 pm Call to order

Agenda- amendments made regarding Policies and Monitoring Report, amended via Sharepoint. Amended Agenda Approved Unanimously.
Minutes Approved

Committees & Reports:

- Nominating Committee minutes in packet part 1
- Community Engagement Committee did not have a meeting in August
- Executive Committee minutes in packet part 2
- Finance Committee minutes in packet part 2

Calendar Review and Discussion:

- September 13th , 4:45-5:45pm – Community Engagement Committee meeting
- September 14th, 6:00-7:00 – Facilities Planning Committee
- September 14th, 7:00-8:00 pm – Nominating Committee meeting
- September 26th, 5:30-6:30pm- Finance & Executive Committee meeting
- October 3rd, 6:00-8:00 pm– BOT monthly meeting

Policies for review: D.7 & D.8

- **D.7 Relationship to Members**
 - Steve would like to change wording from “Members” to “Owners”
 - “D.7.1 The board represents the owners and shall educate itself regarding the perceived needs held by the owners. It shall act under the influence of those needs, except when they conflict with the best interest of the cooperative as a whole.” Wording is murky, and could use some work. (ex. “perceived needs” vs. “wants”)
- **D.8 Cost of Governance**
 - The Board has the right to ask for a fiscal review or audit

Action: Remove the last sentence from policy B.4.10

- “The current year (FYE 8/31/13) is the audit year.”

Monitoring Report has been read: None

GM Report:

- Sno-Isle will no longer be offering Owner Sales, will only offer Everyone Sales for inclusivity
 - Owners will still receive benefits, such as Wine & Bulk Weekends, Wellness Wednesday, etc.
- New owners will no longer receive 10% off of their first shopping trip
 - Front-End found instances of folks signing up as a “new owner” on multiple occasions to receive the 10% discount
- The following changes were made
 - Part-time staff will no longer receive 4 floating holidays, all part-time staff that work 18+ hrs/wk will get 2 floating holidays, and full-time staff working 30+ hrs/wk will still get 4 floating holidays per fiscal year
 - The vacation cap has been lowered from 180 hours to 160 hours. This is to encourage staff to take vacations more often, resulting in less burnout.

Finances:

Income is trending upward, while labor margin is trending downward. Estimated Net Profit is still low, but stabilizing. Leah is working with our Finance Coordinator to add to our line of credit and apply for grants, and our CPA to apply for Washington's Employee Retention Credit. More information will be available in the Budget column of our Key Ratios as we use that tool throughout this fiscal year.

Action: Change "current members" to "current owners" on Key Ratios**Annual Owners Meeting:**

Steve asked the other Board members what they would like to present at the Annual Meeting this year. It was agreed that similarly to years past someone from the Board would give a synopsis of the Annual Report, and then open the floor for Q & A. Doug requested that we thank staff and celebrate Leah's first year as GM, and Steve would like to recognize the NomCom for their service, as well as remind owners it's their last day to vote.

Restructuring Policy Governance:

Steve proposed bringing back the Policy Governance Committee for a short period to restructure our Bylaws and any Policies that may need it. This committee would be made up of volunteers from the Board as well as the GM. Steve is aiming to start meeting in November, interested members are:

- Ana
- Kari (interested, but very busy)
- Tye (limited availability).

If needed, the committee will consult with someone from Colluminate.

Questions to ask at the end of the meeting:

Updates to communicate to the member-owners?**Anything for the Decision History Log?**

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

- Change to "vote" rather than "more information"
- BOT: revise wording on how BOT is elected
- Anniversary: improper tense-should be past, no present
- BOT: remove Adasha

Action: Leah will report these issues to the Marketing Team

Request for next month's agenda:

Would like to speak on the health of Board Members

How did we do and how can we do better?

8:00pm

Meeting Adjourned