

**Sno-Isle Food Co-op**  
**Board of Trustee's Meeting**  
*Date: October 3, 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, Stevie Wallace, Kari Quaas

**G.M.** Leah Scates

**Absent:** Ana Gregory

**Confirmed Resignations:** None

**Meeting Start:** 6:01 pm

**Snacks and Education time**

- Direct evidence via Abby that tabling is helping gain votes
- Although only three candidates will be elected the Board would like to keep in contact will all, suggested inviting them to Board Meetings
- Candidates have been emailed about Coffee with the Candidates, no response at this time
- Volunteers with specific skills can be referred to Leah who can update them on whether or not the Co-op has need in that area

**Action: Leah will work with the Marketing team to update voting posters/website and remove "Free Mug" graphic**

6:30 pm Call to order

Agenda Approved

Minutes- Remove section about Board Job Description,

Amended Minutes Approved

FLOW CHART FOR THE FOLLOWING:

**Nominating Committee minutes have been read:**

Any comments/concerns? if yes: Send into parking lot, if no: move on

**CEC Minutes have been read:**

Any comments/concerns? if yes: Send into parking lot, if no: move on

**Executive Committee minutes have been read:**

No meeting held

**Policies have been read: None**

**Monitoring Report has been read: B.8**

**GM Monthly Report has been read:**

## **Invest in efficiency now!**

Labor efficiencies:

- Maintenance becoming an internal position, rather than contracted
- Contracted IT helping train internal IT, will eventually only need internal IT
- Invested in top stock shelving

## **Calendar Review and Discussion:**

- October 11, 4:45-5:45pm – Community Engagement Committee meeting
- TBA – Facilities Planning Committee meeting (?)
- October 24, 6-7 pm- Finance & Executive Committee meeting (Halloween is the 31st)
- November 7, 6-8- BOT monthly meeting

## **Finances**

The Co-op is experiencing an upward sales trajectory, with net profit in the black and membership increasing. Labor higher than budgeted.

**Action: Leah add target labor budget to Key Ratios so that the Board can see if we're hitting it.**

- Budgeting tool is being updated with our actuals, and then we can revise some of our reporting and will have a better idea of cash flow
- Will have Budget line updated by November to reflect current fiscal year

## **Annual Meeting Agenda/Plan**

- Chili bar provided by the Co-op Deli and live music
- Business Meeting with the Annual Report
- Q&A with Leah and the Executive committee
- Party with live Music

## **Monitoring Report:**

N/A

## **Policy Governance Committee**

Intended to revise the Bylaws and modernize policy; job is too large to be handled in monthly Board Meetings

Volunteers: Stevie, Steve, Bruce, Final review: Kari and Tye  
Bruce will follow up with those interested

## **Parking Lot / Open forum:**

- Sustainability conversation: should the Co-op sell almond milk?
- General Mills puts a lot of money into carbon retention

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?

**Request for next month's agenda:**

**How did we do and how can we do better?**

7:52pm

***Meeting Adjourned***