

MINUTES
QUINCY NATURAL FOODS CO-OP BOARD OF DIRECTORS
REGULAR MEETING

Oct. 15, 2019

Time: 5:02 pm Meeting called to order by Julie Hochrein, president

Location: Quincy Natural Foods Co-op White House

Board members present: Julie Hochrein, Rachel Bauer, Chris Anderson, Diane McCombs, Vanessa Vasquez, Phil Sih

Board members absent: Gia Martynn

Minutes taken by: Amber Hughes

Also present: Andrea Wilson, GM

Welcome guests:

Open Forum/Announcements:

Approval of October 15, 2019 Agenda: Julie Hochrein motioned to approve; Rachel Bauer seconded. Agenda approved unanimously with changes.

Approval of Sept 24th, 2019 Minutes: Julie Hochrein motioned to approve; Rachel Bauer seconded. Minutes were approved with changes. Phil abstained.

Board Education:

- Volunteer director:
 - Diane put together a quiz about life as an Organic Valley milk cow. The quiz was taken and discussed.
- Reminder: Co-op 101, Sept. 28th, 2019, Sacramento:
 - Diane and Rachel updated. Rachel went to the GM overview workshop and stated that the board is already applying the list of suggestions from the workshop. Diane enjoyed the experience of the workshop Co-op Board Leadership 101. She brought home the idea of duties of loyalty and trust, using the standard of what a normal reasonable person would do. Diane brought up the workshop discussion that challenged the idea of boards staying out of operation - along with the over-focus on financial. Rachel and Diane recommended others board members go.

Manager's Report:

The general manager's report for September 2019 was discussed and the board accepted the report.

Old Business:

- **Community Appreciation Day, FRFC, Oct 5th, report/survey tallied:**
 - Julie felt it was very successful with lots of participation. The membership committee will tally surveys at the next meeting which is Oct. 23rd.

New Business:

- **Renewal of GM Contract:**
- Congratulations to Andrea on her 3rd year.
- **2nd Q annual report:**
 - Accounts are strong with 1.15 million. 1.6 growth increase. Sales 85% increase. Margin minus labor 12.6%. Andrea is happy with Produce, particularly at FRFC. Also, Dani Smith is excelling as Produce Manager.
- **Breakfast with the Board:**
 - Board is expected to be there. Board will meet prior and discuss survey information before the Breakfast with the Board meeting which is on Nov 2nd. Limited sitting is available, so member-owners need to sign up. Pangaea will be catering the event from 9-11.
- **QNF Community Appreciation Day:**
 - C.A.D is Oct 19th and board members will be there to run the board table.
- **Board Election Handbook:**
 - The board election committee presented the revised Election Handbook. Julie made a motion to accept the handbook changes; Chris seconded. Approved unanimously
- **Review of Bylaws:**
 - The board reviewed Article I and II of the bylaws with minor changes.
- **Communication Policy review:**
 - The Board Communication Policy format was revised. Rachel made a motion to make changes to the Board Communication Policy; Julie seconded. Approved unanimously.
- **All Staff meeting Dec. 11, 2:00:**
 - Vanessa will consider attending staff meeting.
- **Winter Scoop Deadline Dec. 1:**
 - Phil volunteered to write a Scoop article about the Election Handbook and the upcoming board election

Committee Reports:

- **Board Development:**
 - Committee met. Next meeting TBA.
- **Membership:**

- Met and discussed Breakfast with the board agenda. Next meeting is on Oct. 23rd.
- **Finance:**
 - Met Sept 23rd and discussed the 2nd Q financial report. Next meeting will be Nov 19 at 3:30.
- **Policy:**
 - No meeting. Next meeting TBA
- **Executive:**
 - Met Oct 9th and offered Andrea her GM contract. No meeting set.
- **Ad Hoc:**
 - No meeting. Next meeting TBA.

Closing:

- **Review Decisions, Tasks, Assignments:**
 - Everyone will reread bylaws, prep for Community Appreciation Day and Breakfast with the Board. Phil will write a Scoop article. Gia will present Board Education in November.
- **Review Board Calendar**
- **Next BOD Meeting Nov. 19th, 2019, Quincy**

Adjourn Meeting:

Chris motioned to adjourn the meeting; Rachel seconded. The meeting was adjourned at 7:07 pm.

Closed Session: There was a closed session held.

Note: The Member Services Coordinator makes approved changes to the prior meeting's minutes and forwards the final version to the board secretary and the board president. The secretary posts the final minutes in the board Dropbox, and the Member Services Coordinator posts in the store and on the QNFC web site.