

MINUTES
QUINCY NATURAL FOODS CO-OP BOARD OF DIRECTORS
REGULAR MEETING
October 20, 2020

Time: 5:05 pm Meeting called to order by Rachel, president

Location: Zoom Meeting

Board members present: Rachel Bauer, Amy Napoleon, Gia Martynn, Aubrey Pickerell, Wayne Cartwright, Piers Strailey

Board members absent: Vanessa Vasquez

Minutes taken by: Amber Hughes

Also present: Nova Koplín, IGM, Lucinda Berdon alternate-IGM, Amber Hughes, Marketing & Member Services,

Welcome guests: Kelly Williamson, Julie Hochrein, Bill Battagin, Nance Reed, Lucinda Berdon

Open Forum/Announcements:

Approval of October 20th, 2020 Agenda:

Rachel motioned to approve; Wayne seconded. Agenda approved.

Approval of September 15th, 2020 Minutes:

Rachel motioned to approve; Gia seconded. Minutes were approved without changes.

Board Education:

Volunteer director: Aubrey presented; Amy volunteered for November

- Aubrey explained the webinar she viewed titled, “Articulating Our Co-op’s Value in the Pandemic and Beyond”

Upcoming board education:

November – Amy

January – Piers

February – Member of management team

March - Wayne

Manager's Report:

The general manager's report for September 2020 was discussed and the board accepted the report. Discussion included: the sales are up in FRFC, QNF had a loss due to power outage, the bulk department reopened September 28th. A generator is being looked into. Community Appreciation Day has been busy and fun. A new phone system has been installed.

Old Business:

- **Community Appreciation Day:**

CAD is being celebrated throughout the month this year in to promote social distancing; October is National Co-op month. Rachel gave an update from Feather River. More signage may be needed so customers know why we are in front of the store. Nova gave a rundown of the National Co-op month schedule of activities and themes for the month.

- **Review Bylaws:**

Section 4.1 through 10.4 Plus Appendix was reviewed. Rachel made the motion to approve the bylaw changes. Aubrey seconded the motion. Bylaws passed unanimously.

New Business:

- **2nd Quarter Financial Report:**

Nova gave a brief summary. Rachel made a motion to approve. Wayne second. Report is approved with changes.

- **Portola Building:**

Nova provided an update on the building lease. The building will be put back on the market for sale; the owner would like to know if we want to purchase the building and/or the equipment. The Co-op is not in a position to purchase the building for the current asking price.

- **Board Member Recruitment:**

Board development committee meet the second week of Oct to discuss elections.

- **Membership Monthly Message:**

Gia discussed making a list of board members to volunteer for the monthly message. Rachel will write the November message.

- **Staff meeting:**

TBA

Committee Reports:

- **Board Development:**
Meet Oct 14th. Next meeting TBD.
- **Membership:**
Have not meet in Oct. Next meeting TBD.
- **Finance:**
Did not have an Oct meeting. Met October Sept 14th and Discussed 2nd quarter report. Next meeting TBD.
- **Policy:**
Have not met in October, next meeting TBD. Piers will join policy committee.
- **Executive:**
Met September 28th. Next meeting TBD

Closing:

Review Decisions, Tasks, Assignments:

- Rachel will write message from the board
- Rachel will upload final bylaws and send to Amber
- Nova will make corrections to 2nd quarter report and distribute to Board
- Aubrey will share election materials
- Volunteer for board education in November Board educator is Amy

Review Board Calendar: The board calendar was reviewed.

Next BOD Meeting: November 17th, 2020 in Quincy or online

Summary for Employee Memo: Rachel will email to Nova

Adjourn Meeting:

Rachel motioned to adjourn the meeting; Wayne seconded. The meeting was adjourned a 6:41 pm.

Closed Session:

A closed session was held, no action was taken

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.