

**Blue Hill Co-op Board Meeting**  
April 25, 2017 Blue Hill Co-op Cafe

Board Members Attending: Jim Picariello, Diane Bianco, Mia Strong, Susan Snider, Edie Dunham, Jerome Lawther, Tim Tunney, Deborah Evans, Aaron Dority

Absent Board Member(s): unfilled (Staff Position)

Others Attending: Julia Klein (Minute Taker), Kevin Gadsby (General Manager)

Julia Klein, minute taker

Jerome Lawther, task and decision keeper

Mia Strong, meeting facilitator, time keeper

Approval of Minutes: **Susan moved to approve the March 21, 2017 Board Meeting minutes with a correction to Cara Fox's name. Diane seconded the motion. The motion unanimously carries.**

**Time Open to Owners:** No owners were present.

**Board Process**

GM Monitoring:

B1 Financial Conditions – Kevin summarized his report and Tim noted incorrect dates. Kevin will revise dates and send financial quarterlies to the board. The board discussed a slight drop in sales apparently caused by weather. This was found to be consistent with other bad weather years. Kevin commented that it could be in part due to Tradewind's local section. Discussion ensued regarding placing more meat/farmer's products on the selves. Kevin noted that despite the drop, gross profit is steady, costs are down and this year's loss is smaller than last year's, indicating positive results in managing operations. Deborah observed that bulk brings in significant profit and is a unique opportunity to draw people to the Co-op. She suggested adjusting margins and marketing the assets of bulk in Bits and Bites and the broader community to attract new patrons. Cara could produce attractive photo ads. Kevin commented that full moon sales have been down but the Co-op is offering an extra 2 day spring sale to encourage purchasing. Tim raised questions regarding whether preferred share investments are currently earning money. Kevin responded that they are restricted from earning by regulations until they belong to the Co-op. Discussion regarding accounts ensued. Tim will check bylaws regarding whether 50% of owner equity must be retained. **Deborah moved to approve B1. Diane seconded the motion. The motion unanimously carries.**

B Global Executive Constraint – Kevin read his report. **The board moved to accept policy B Global Executive Constraint.** Jim commented that the board can request proof of compliance with this policy from the GM. Discussion followed regarding how to validate and report on policy B. Kevin mentioned that he recently found a forgotten tax payment which had been incurring fees for a few months.

Relocation Update – Aaron and Kevin updated the board on fundraising progress. Funds are currently at \$215,000 and 4-5 new packets are being sent out per week. Kevin cited several interactions with people excited about investment or donation. Discussion followed regarding the remaining 14 weeks in this fundraising phase and the plan if the full \$500,000 were not raised. The board affirmed the need for all

directors to be involved the fundraising process and urged Kevin and Cara to reach for help. Kevin will email a short script and list of 10 names for each director to contact regarding investment. Deborah requested a standup card and a handout to display at her farmer's market booth in Castine and Stonington. Cara will supply these. Discussion turned to the board's role at events and clarifying communication regarding investment offerings. Kevin will forward the board an Ellsworth American article that details offerings. Fundraising events will be held on May 11th, June 11th, July 19th and in August. Mia will email details to the board and requested that all attend. Advertising in the Bay School's Tuesday Notice was recommended. Tim will write up a blurb about the benefit of this investment for parents saving for their kid's college. A new letter will be sent out to the general membership with updates and deadlines with emphasis on the importance of even the \$100 investment. Kevin will make nametags for directors.

#### Board Monitoring:

C3 Agenda Planning – Edie read the policy and discussion followed. Board training will be discussed in the summer. Tim suggested a calendar bullet list at the end of the agenda and a review at the end of board meetings to keep directors apprised of upcoming topics. The calendar should be posted online under board resources. Mia will resend the calendar to the board and create a Google calendar. **It was determined that board was in compliance with policy C3.**

Board Development Update – Edie updated the board on the election timeline. Ballots will be sent out on May 15th and the box will be in the store. Jim and Jerome are on the Ballot. The Annual Meeting will be held on June 20th at 6:00PM at the Library. The GM usually creates a glossy bi-fold for Annual Reports. Examples will be given to Kevin. The Election Committee needs to be gathered. Eileen Mielenhausen usually serves on the committee and knows what to do. Edie and Jerome are the current Board Development Committee. Discussion turned to board training and Jim suggested education on fundraising as soon as possible. The Library is booked through October for summer board meetings.

Ends – The board brainstormed the nature of ends and how to make them measurable. They noted that provision for education should be inserted in the policy. Jerome and Tim will create an ad hoc committee to rewrite the missions and ends statements. Or in Jerome's words "Jerome will single-handedly strive to illuminate via prose and verse that which we endeavor to accomplish and to be."

Snap Benefits – Snap Benefit paperwork must be updated and board officers will fill out a survey. Mia will send information via email.

#### Agenda for Next Meeting:

Relocation

#### Meeting Evaluation: Long

Due Date for the Board Packet: Items for the Board Packet will be due on Saturday, May 6, 2017.

Next Meeting: Tuesday, May 16, 2017 6:30- 9:00 PM Cafe.

Minutes respectfully submitted by Julia Klein