

Blue Hill Co-op Board Meeting
December 20, 2016 Blue Hill Co-op Cafe

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

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

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

Julia Klein, minute taker

Jerome Lawther, task and decision keeper

Mia Strong, meeting facilitator, time keeper

Approval of Minutes: **Susan moved to approve the November 15, 2016 minutes with the completion of the account's authorization section. Edie seconded the motion. The motion unanimously carries. The November executive session minutes were tabled for the January meeting.**

Time Open to Owners: No owners were present.

GM Monitoring

B1 Financial Condition, B3 Asset Protection: Kevin invited questions regarding his GM Report. The Board requested an update on hiring a bookkeeper. Kevin responded that he is reviewing and streamlining systems, particularly the point of sale system, before he advertises for a new bookkeeper. He reported that updates to the system will eliminate hours of labor. Security was discussed. Kevin explained his decision to install security cameras as a theft deterrent after learning that this has been a continuing problem. Wynston had locks changed. Susan mentioned that she would like to work with Kevin on backing up Board Documents.

The Board evaluated Kevin's balance sheets and was pleased to see a 7% growth trend. **Mia moved to accept the GM report and approve policy B1 and B3 as in compliance. Edie seconded the motion. The motion unanimously stands.**

Relocation Update: Kevin reported on Tom Reeve's resignation. Discussion ensued. Aaron reported that the relocation committee is reconvening to determine next steps and a system for better governance of the relocation process. The capital campaign committee will be creating a charter and collecting members. Kevin will be responsible for relocation details until Tom is eventually replaced. Kevin is in communication with Gary Friedman. Diane stressed the importance of publicizing positive messaging as the Co-op has been receiving some negative feedback regarding relocation. The board brainstormed names for the capital campaign committee. Jen Traub and Barbara Damrosch were mentioned. **The Board accepted Tom Reeve's resignation from the project manager position.** Jim encouraged Kevin to push out press releases in all surrounding news sources that the Co-op is under new management and cleaning house! He emphasized the need to build public confidence in the new management and leadership in relocation. Deborah recommended pushing the bulk section in advertising. Mia asked Kevin to look into the making online bulk ordering from UNFI available to members.

D3- Delegation to the GM: After reading the policy the Board discussed ends and decided to begin developing the ends statement in January. Mia will email the Board a reminder to do homework and will send out CDS ends literature. **D3 was determined to be in compliance.**

Additional Comments: Aaron noted that over 16% of the investment goal has been raised with only 38 out of 1500 members investing in the capital campaign. A positive balance sheet for nervous prospective investors! The board discussed using funds in the savings account rather than dipping into the line of credit. Tim recommended reducing expenses and paying down the line of credit. He also inquired about

whether the wages and benefits line in the balance sheet is expected to normalize from being up 25%. Kevin responded that he is currently streamlining accounts and will be meeting with Bob Sullivan. He expects improvement. The board requested notification if changes are made to health insurance. Diane will contact the newspaper. Deborah requested to see changes to the floorplan made during Wynston's redesigning. Kevin will be talking with Nicole at CDS tomorrow. Jerome suggested negotiating the bill with CDS in light of Wynston's handling of the floorplan design. The board agreed to discuss Wynston's performance and submit a report to CDS. Kevin asked about yearend bonuses and was encouraged to look at past years.

Executive Session: Personnel Update

Agenda for Next Meeting:

Monitoring Reports

Ends

Discuss Adding Board Members

Relocation - Capital Campaign Charter

Meeting Evaluation: Great, very effective, productive!

Due Date for the Board Packet: Items for the Board Packet will be due on Saturday January 7, 2017.

Next Meeting: Tuesday January 17, 2017 6:30- 9:00 PM Blue Hill Co-op Cafe.

Minutes respectfully submitted by Julia Klein