

## **Blue Hill Co-op Board Meeting**

January 15, 2013 Blue Hill Public Library, Howard Room

Board Members Attending: Mia Strong, Richard Paget, Laura Livingston, Allison Watters, Jim Picariello, Chris Ramsay, Marge May, Jerome Lawther

Absent Board Member(s): Keith Herklotz, Aaron Dority

Others Attending: Mark Deeny (General Manager), Julia Klein (minute taker),

Julia Klein, minute taker

Marge May, task and decision keeper

Mia Strong, meeting facilitator, time keeper

Approval of Minutes: **The November 20, 2012 Minutes were approved with no changes.** Marge May will email the Minutes to the Board. Mia will oversee transfer of the Secretary box from Jerome to Marge.

Time Open to Owners: Laura Livingstone suggested that the Co-op consider opening the meat department to new demographics such as EBT food card users. She suggested that the Co-op's preorder system be utilized to facilitate the sale of meat from farmer to person. This would enable bulk orders at a lower price per pound. The Board discussed mechanics of Laura's suggestion. Mark will look into the idea as well as into lowering the markup on preorders in general. Laura will talk to Mark and to farmers.

Consent Agenda: GM Report – Directors commended Mark on the appearance and cleanliness of the store and congratulated him on last year's sales increase. Richard commented that relocation expenses are his only concern in the budget.

### Board Process:

**Annual Meeting- Following lengthy discussion a proposal was made and approved that the Annual Meeting will be held on May 21, 2013 during the regular Board Meeting.** Some Directors felt that a mid-summer meeting would allow for higher attendance. Candidate paperwork will be due in early March. Vetting of candidates will be completed by March 19<sup>th</sup> and ballots out by April 16<sup>th</sup>.

**Election- After discussion a proposal was made and approved to open 2 Board seats to valuable candidates for the Election.** Allison will email a list of names to the Board for vetting before contacting anyone. She requested active contribution from the Board in suggesting names. Mark will email Allison a list of people who have been Owners for 6 months by the election. Allison requested names and phone numbers by the February Meeting. Discussion was held regarding qualities desired in potential candidates. Directors agreed that candidates should have skill in fundraising, be friends with potential donors and have a high profile in the community. Marge will contact Rich, the head of the Library. Jim suggested high profile community members be contacted for candidate suggestions. Richard and Mia will contact Bob Marville, Michael Donahue etc.

Calendar – Discussion of the Board Calendar was tabled for next meeting. Directors will review the calendar and submit comments to Mia.

Committee Reports:

Relocation – The Board accepted the Relocation Report and raised clarification questions about the report and the cost of building. Mark will email staff survey results to the Board. Discussion was held regarding honing in on the Co-op's needs in the new store through a focus group, an Owner survey redo, and farmer surveys etc. Mia will call Sally Mills for legal information about the fiscal sponsor and notify the Finance Committee. This will allow for the fiscal sponsor decision to be finalized and grants to be discussed.

Store Budget: Mark briefed the Board on his reworking of the Budget to match the calendar year. He pointed out that the Board and Relocations Budgets remain unknowns. Richard will work on the Board Budget. Both the Board and the Store Budgets will be submitted by February. Jim questioned how growth projections are effected by inflation. The Board will come to a decision about the Patronage Dividend by March.

Newsletter: Marge stated her intention to write an article for the next Newsletter introducing the idea of a regular article from the Board and talking about upcoming projects. She will email a draft the Board for review before submitting it to Jesse.

Director Resignation: Chris Ramsay announced her resignation from the Board for personal reasons. **The Board accepted her resignation and thanked her for her time of service.** Mark will hold an election to fill her position at the next staff meeting. Allison requested that a sign be put up to notify staff of the election. The Board was reminded that the Staff Director represents the Owners rather than other Staff. A suggestion was raised to Mark to that all staff should be made Owners.

Agenda for Next Meeting:

Add Reading of Mission Statement  
Board Budget  
Co-op Budget and Business Plan  
Patronage Dividend  
Board Development  
Ownership Stimulation Committee  
Board Calendar  
35 - 40 Year Anniversary/Ground- Breakings

Meeting Evaluation: A collection of thoughts were shared including, "Thumbs up!" "A tiny bit clunky," and "Too long!"

Due Date for the Board Packet: Items for the Board Packet will be due on Saturday February 9, 2013.

Next Meeting: 6:30- 9:00 PM Blue Hill Public Library, Howard Room.

Minutes respectfully submitted by Julia Klein