

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

Tuesday January 21, 2014 Blue Hill Public Library, Howard Room

Board Members Attending: Mia Strong, Laura Livingston, Aaron Dority, Jim Picariello, Hadley Friedman, Kristyn LaPlante, Jerome Lawther

Absent Board Member(s): Keith Herklotz, Richard Paget, Diane Bianco

Others Attending: Mark Deeny (General Manager), Julia Klein (Minute Taker), Tim Crowley (Prospective Board Member), Bruce Stahnke (Relocation Architect)

Julia Klein, minute taker

Aaron Dority, task and decision keeper

Mia Strong, meeting facilitator, time keeper

Approval of November Minutes: The November 19, 2014 Decisions and Tasks by Hadley Friedman were approved as Minutes by the Board.

Time Open to Owners: Tim Crowley was introduced as a prospective Board Candidate. He came to observe and get a feeling for how he may be able to help the Board. He expressed particular interest in relocation.

**Mia suggested using Open Owner Time, in the absence of Owners, for free discussion as a Board rather than moving immediately to the agenda. The Board approved.** Jim inquired about progress on the external refrigerator idea. Mark responded that he has not incorporated it into the business plan and needs to analyze cost and payback as well as the imminence of relocation. Discussion followed.

### Discussion:

Relocation Committee Update: Aaron briefed the on Board current Committee discussions. The Committee examined details of the possible Fiscal Sponsorship arrangement and determined that it is unconventional and may be illegal. They have moved away from the idea and talked about the possibility of engaging Gary Freidman for help with fundraising. They want to work together with the Finance Committee to reexamine the pro forma and expressed the need to consult with other Co-ops about relocation. Hadley suggested that Costal Enterprises could be helpful. Grants, kick-starter, and investors were mentioned. At present discussion of large sums of money are on hold until Bruce Stahnke completes the cost estimate. Mark stated the need to focus on nailing out the details of the plan.

Bruce Stahnke presented the completed Programing Stage and proposed moving to the Concept Design Stage. He presented a series of graphics incorporating design features developed in interviews with department heads and surveys. (Copies of graphics are available.) Bruce proposed that Concept Design should include both a full sized design and a pared-down version to which components may added in Phase 2. He ran through a chart of needs and graphics for expansion, illustrating that parking and maneuverability needs alone add 40% to the size of the design. He stated the need to balance profitability with space issues, showing a pie chart of percentages of space used.

Bruce took questions from the Board. Kristyn expressed concern about expanding the café, stating that adding space will create a need for more café staff year-round and

reducing the ability to multi-task. Discussion followed. Jerome inquired whether a Gluten-Free prep space will be included. Bruce responded that the design allows for flexibility for a variety of dietary needs. Tim Crowley asked if maximum growth potential had been considered. Discussion ensued regarding various growth and expansion issues. **Bruce proposed and the Board approved special meetings (Tuesdays, 4:30, January 28 and February 4, 2014) to discuss Café expansion concerns and nail out details.** The Cafe will be discussed at the February Board Meeting. Bruce emphasized the importance of creating comprehensive plans for Phase 2 should full funding not come through initially.

Board Secretary: A new Board Secretary is needed. As the Staff Board Member, Kristyn cannot also be Secretary due to the records containing sensitive personnel issues.

Board Process:

GM Report: Mark took questions from the Board concerning the GM Report. Jerome asked about the new music system and if radio is still played. Mark responded that it is working well. Jerome also asked whether it makes sense to buy a generator in light of the recent power outage. Mark responded that due to the prohibitive expense of a generator capable of running the whole store it is currently more cost effective to take insurance for losses. Mia suggested running numbers for a generator.

Store Budget: **Tabled for the March meeting.**

Board Budget: **Tabled for the March meeting.**

Augusta Co-op Conference: Mark explained that the Co-operative Maine Conference will be held on Saturday February 15<sup>th</sup>, 8AM-5PM in Augusta. All Maine Co-ops will be represented. Mark will forward the information. Mark, Mia, Kristyn, and Aaron expressed interest in attending.

Agenda for Next Meeting:

Store Budget

Board Budget

Business Plan – (let Mark know about additions)

Café Design

Board Training – (Capital campaign/growing your business)

Election Dates – (ask Development Committee about responsibility to notify the Ownership of open seats)

Meeting Evaluation: Huge thank you to the Relocation Committee! All the work that was done has enabled good questions!

Due Date for the Board Packet: Items for the Board Packet will be due on Saturday February 8, 2014.

Next Meeting: Tuesday February 18<sup>th</sup>, 2014 6:30- 9:00 PM Blue Hill Public Library, Howard Room.

Minutes respectfully submitted by Julia Klein

