

Blue Hill Co-op Board Meeting
September 20, 2016 Blue Hill Public Library, Howard Room

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

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

Others Attending: Wynston Estis (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: **The August 18, 2016 board meeting Minutes were approved with no changes. The August 18th, September 6th, and September 13th Executive Session Minutes were approved.** Susan Snider was not in attendance on September 6th.

Time Open to Owners: No owners were present.

IGM Monitoring:

Monitoring Report – Wynston took questions regarding the monitoring report. Susan questioned the current financial deficit. Wynston explained details of how various costs are being covered. Discussion centered on increases the previous GM made to implement livable wage. Wynston emphasized the importance of offering a livable wage to attract and keep capable staff. She spoke of the need to keep staff numbers low and focus on skill and efficiency in order to live within the Co-op's means.

In view of attracting a broader customer base with competitively priced basics Wynston announced plans for a 10% sale on Co-op Deals items next Wednesday the 28th. A newspaper announcement and large mailing have been sent out.

Treasurer Requirements - Wynston reported that Maine state law does not require anything of the treasurer or any Co-op board officers. Duties may be defined by the board.

Staff Survey – The board remarked that Staff Survey results were excellent! Wynston noted that staff tended to respond to both their current experience and that under the previous GM. She mentioned that the survey highlighted the need to prioritize communication and address the challenge of pulling operating staff off the floor for meetings. Tim pointed out a few easy fixes related to staff training

NCG Eastern Corridor Risk Management - Wynston explained a letter from the NCG Eastern Corridor Risk Management informing the Co-op that based on a recent assessment of the Co-op's balance sheets the Co-op's contribution to the general liability fund will be raised from 13% to 16%. Discussion raised several questions. Wynston will forward more information to the board. Tim will contact the organization to clarify questions and report to the board.

EDMC MOU: The board discussed the MOU from the EDMC non-profit and identified areas needing clarification. Aaron asked for clarity regarding whether donations are tax deductible and

what happens to funds should the overall goal of half a million not be reached. The board discussed the best use of EDMC in fundraising and emphasized that it will enable the Co-op to receive donations from non-Maine residents. At Wynston's suggestion Aaron and Susan agreed to develop language to clarify various points.

GM Search Update: Mia reported that the GM search process is complete with the exception of a delay in hearing back on a one aspect of the background check. No problems are anticipated as the check was otherwise excellent. She sought approval for sending the contract to the GM candidate. **Edie moved that Mia send a contract to the GM candidate. Jim seconded the motion. The motion unanimously carries.** After the approval Mia announced that Kevin Gadsby is hired as the new General Manager! Start date details were discussed. Diane and Jerome are working on housing.

Executive Session: Personnel

September 6, 2016 Executive Session: The board stated, **"In a previous special meeting on September 6, 2016, a workplace issue complaint was made from a staff member to the board of directors. As a result the board unanimously agreed to hire an attorney to investigate, another attorney to represent the Co-op, and a committee was formed to monitor and report on the findings. The committee was comprised of Tim Tunney, Jim Picariello and Jerome Lawther.** Susan Snider was absent from the meeting.

Agenda for Next Meeting:

GM Search Budget Numbers

C5-G

C6-K

Ends

C7 Board Committee Principles

C8 Governance Investment

D Global Management Connection

Motion for Approval of August Minutes and Executive Sessions

Meeting Evaluation: Lightning fast! Jerome asked that the next meeting be moved to Monday, October 17th, 2016.

Due Date for the Board Packet: Items for the Board Packet will be due on Friday, October 7, 2016.

Next Meeting: **Monday, October 17th, 2016** 6:30- 9:00 PM Blue Co-op Cafe.

Minutes respectfully submitted by Julia Klein