



## **Moscow Food Coop Board of Directors Meeting**

June 6, 2006

### **Attendance**

Kim Vincent, Bill Beck, Will Simpson, Phil Ronniger, Kathleen Ryan, Joseph Thompson, Wilkinson, Kenna Eaton

### **Guests**

Jan Rauk (Facilitator), Bob Goodrich (Co-op Cashier), Sean Sullivan (Insurance Agent)

Called to order 6:25PM -- Minutes by Will Simpson

### **Minutes**

May 2006 Board minutes approved.

### **General Manager Report**

- We got an update on the crash that damaged the building. It happened right after midnight. The suspects were drunk and actually had left the scene of the accident so needless to say they are in big trouble. Kenna is attempting to recover the building repair costs from their insurance companies.
- On another facilities note, it appears that the damaged water main that feeds our fire suppression system is our responsibility and not the landlords. The current estimate for excavation is \$6000.00.
- Supplemental health care coverage has been added for qualified staff.

### **Finance Report**

- Finances continue to look very strong and our cash position is slowly improving.
- Challenges in the Meat Department.
  - We have a new manager.
  - There are distribution challenges for product delivery because of our off the beaten path location.
  - The meat department is still struggling to establish itself and build a strong customer base.
  - Kim suggested we add get the meat department to formulate a

question or two for the upcoming customer survey.

- It was decided to distribute the finance report electronically in the future.
- There was a Corporate Resolution to Borrow \$10,000.00 to purchase a new commercial mixer for the bakery. It was proposed, seconded and discussion followed. A vote was held and the resolution passed. The terms are 10% for 48 months for around \$250.00 per month.

### **Committee reports**

- Committee reports will be placed in the Consent Agenda portion of the board agenda and will appear in the Action Agenda only on the request of the committee chairs.

### **Meet the new Facilitator**

- Jan Rauk was introduced to everyone and she spent the first meeting mostly observing our current procedures. She made a suggestion that there is a need to set time limits on most agenda items.

### **Special Needs Customer Outreach**

- Bob Goodrich – Coop Cashier, was available to discuss ideas for accommodating customers with special needs. He originally was inspired by the newsletter article about the recent Membership Meeting.
- Bob has talked with Kenna about this and sees that there are quite a number of issues to be addressed around starting some sort of program.
- Generally the board was very supportive of this initiative. Costs were not discussed but it was suggested that ideas that were free or low cost or could be shown to have a positive return could be implemented within our current budget.
- Some of the ideas discussed:
  - Home delivery (potentially expensive)
  - Personal shoppers (also potentially expensive)
  - Rebates on taxi fares to the Coop for shoppers (potential to partner with taxi services)
  - Invite assisted living residents to shop as a group offering snacks or special assistance or discounts. This is a sustainable way for them to shop as they are ride sharing.
- Bob will meet July 5<sup>th</sup> with the committee developing our customer survey
- Kim reminded us that if we have any question for the membership/customer survey to email them to her.

### **2% Tuesday**

- It was decided that the 2% Tuesday program will remain on hiatus. This decision will be revisited at the October Board Meeting.

## **Governance Policy A1 Adoption**

- Phil presented the revised policy A1. This was our first policy revision and it is quoted below.

*The Moscow Food Co-op will be a catalyst to building a diversified community concerned with sustainability.*

*To this end we will:*

- *Expand our services in a way that is compatible with our mission and provides services that reflect the changing needs and desires of the community.*
- *Have an ongoing relationship with other organizations and businesses and in our community and collaborate on neighbourhood events.*
- *Provide an atmosphere that encourages communication and discourse.*

*This policy will be monitored annually by internal report.*

- Phil proposed a process for managing the editing of the governance policies in the future. It was agreed to and adopted. Here are the steps:
  - Specify a specific amount of board meeting time to dialogue, debate and generate suggestions for the specific policies to be addresses set forth in the agenda
  - Phil will record the comments and suggestions and edit the existing policy to reflect the tone and content of the comments. (Additional comments for any board member will be incorporated at any time they are received, not just at the meeting.)
  - The board Professional Development committee will meet and further edit the policy as necessary.
  - The committee's recommendation will be forwarded to the full board as our recommendation.
- Out of this discussion, it became clear that the agenda should be clearer on what an Action item is and what a Consent item is. Also the person submitting the item for the agenda should also submit a time limit for discussion.

## **Governance Policy A2-A4 Discussion**

- Phil took the notes on this section of the board meeting and they will be included in his report to the board.

## **D&O Insurance & Volunteer Accident Coverage**

- Shawn Sullivan (our insurance agent) presented us two different insurance packages for our consideration.
- Volunteer coverage.
  - This is accident and medical coverage

- The cost is around \$2.40 per volunteer per year with a \$175.00 min.
- Directors and Officers Liability coverage
  - First bid was \$10,000.00 per year other bids potentially less at around \$6000.00
  - Liabilities covered
    - Share Holder lawsuits
    - Employment practices related lawsuits

**Next Board Meeting**

- Wednesday July 5<sup>th</sup> 5:30pm

**Meeting Adjourned**

- 8:15pm