

Three Rivers Market
February 9, 2017 Board Meeting
APPROVED MINUTES

Attendees:

Chris Bottoms, *Vice Chair*
Gabrielle Boudreau
Amy Brooks
Graciela Cabana
Crista Cuccaro
Nina Gregg
Dave Penegar, *Chair*
Drew Thurman, *Secretary/Treasurer*
Jenny Weisent

Absent

Additional Attendees

Jacqueline Arthur, *General Manager*
Kristen Yartz, *Cooperative Relations Administrator*

Board meeting began 6:09pm.

1. Meeting Preparation: 1 minute of silence

Preliminaries/Welcome Visitors

Timekeeper

Drew Thurman was assigned Timekeeper duties for the meeting.

Roll Call – Introductions

Quorum met

Member Forum

No members present for forum.

Agenda Review/Revision, Determination of Executive Session

Executive Session not required. Addition of Committee Charters discussion and vote as item #3

Motion to approve Agenda as amended: Drew Thurman. Motion carried.

2017 Bylaws Committee Charter – see attachment

Discussion. Committee end date to be changed to June 30, 2017.

Motion to accept 2017 Bylaws Committee Charter with change of end date to June 30, 2017: Nina Gregg. Motion carried.

2017 Election Committee Charter – see attachment

Motion to accept 2017 Election Committee Charter as posted: Nina Gregg. Motion carried.

2017 Orientation Committee

Discussion. General agreement that the ongoing Board Orientation is Committee work and therefore requires a Charter.

2017 Fall Retreat Committee

Discussion. No decision reached.

Action Item Updates

Reviewed

Approval of Minutes from January 12, 2017 Board Meeting – See attachment

Motion to approve Minutes from January 12, 2017 Board Meeting: Crista Cuccaro, Nina Gregg and Jennifer Weisent abstained from vote. Motion carried.

2. General Manager Report and Policy Monitoring Reports - See attachments

General Manager Report

Review/Discussion

Motion: Jacqueline Arthur, General Manager, is authorized to sign all documents on behalf of Three Rivers Market to open accounts at the UT Federal Credit Union and exercise all of the powers listed in the Corporate Authorization Resolution of February 9, 2017: Nina Gregg. Motion carried.

Patron Membership Interest Repurchase Requests from January 2017

There were no Patron Membership Interest Repurchase Requests in January 2017.

Monitoring Report: Policy B5 – Protection of Assets

Motion to accept Policy Monitoring Report B5 – Protection of Assets: Drew Thurman. Motion carried.

Monitoring Report: Policy B3 – Budgeting/Financial Planning

Motion to accept Policy Monitoring Report B3 – Budgeting/Financial Planning: Drew Thurman. Nina Gregg and Jennifer Weisent abstained from vote. Motion carried.

3. Board Policy Monitoring Interpretations, Reports and Reviews - See attachments

Monitoring Report: Policy D3 – Board Officers’ Roles

Discussion – Current process of setting monthly Board meeting agenda

Motion to accept Policy Monitoring Report D3 – Board Officers’ Roles: Drew Thurman. Motion carried.

Monitoring Report: Policy D5 – Committee Principles

Motion to accept Policy Monitoring Report D5 – Committee Principles: Drew Thurman. Motion carried.

4. Study & Engagement

Orientation – General Manager Job Description: A & B policies monitoring and reviews

Orientation – Basic Financial Literacy

Preparation for the Spring Retreat – April 1, 2017 at Ijams Nature Center

The Miller Building is booked from 9am-4pm. Agenda ideas must be determined by March 16, two weeks prior to the Retreat. Discussion of possible topics.

Board News assignments related to meeting content

Graciela Cabana will write post with a reminder about scheduled Member Forum at start of each month’s Board meeting.

Action Items from this meeting

Reviewed

Meeting Monitoring Form, Co-op Bookmobile

Completed

Adjourn

8:55pm

Motion to adjourn: Crista Cuccaro. Motion carried.

5. Next Meeting Dates, Times, Places

The March Board Meeting is scheduled for Thursday, March 9, 2017 at Saint James Episcopal Church, 1101 North Broadway from 6-8:30pm.

Attachments to the Minutes:

- 2017 Bylaws Committee Charter
- 2017 Election Committee Charter
- Minutes from January 12, 2017 Board meeting
- 2017 February General Manager's Report
- Monitoring Report: B5 – Protection of Assets
- Monitoring Report: D3 – Board Officers' Roles
- Monitoring Report: D5 – Committee Principles

Certified: _____

Drew Thurman

Secretary/Treasurer