

THREE RIVERS MARKET

June 08, 2017 Board Meeting

Board Members Present

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

Board Members Absent

Gabrielle Boudreau
Amy Brooks

Additional Attendees:

Jacqueline Arthur, General Manager
Loralyn Milcarek, Merchandising Director

Board meeting began at 6:02 PM

- 1. Meeting Preparation: 1 minute of silence**
- 2. Preliminaries/Welcome Visitors**
No visitors. Timekeeper: Crista Cuccaro
- 3. Member Forum**
No members in attendance.
- 4. Agenda Review/Revision**
9 minutes re-allocated from Member Forum to discussion of upcoming Candidate Information Sessions and Outreach Letters.

STUDY & ENGAGEMENT

- 5. Orientation - OUR CO-OP: Key Relationships & Industry Trends**
Presented by Jacqueline Arthur, General Manager, and Loralyn Milcarek, Merchandising Director
- 6. BREAK**
- 7. Bylaws Revision**
Motion to approve the bylaws changes: Jenny Weisent. Motion carried

GENERAL MANAGER REPORT AND POLICY MONITORING REPORTS

- 8. General Manager Report**
Motion to buy back this month's membership interests as presented in the General Manager's report: Graciela Cabana. Motion carried.
- 9. Policy Monitoring Report: Policy B7 – Emergency GM Succession**
Motion to approve B7: Drew Thurman. Motion carried.
- 10. Policy Monitoring Report: Policy B13 – Logistical Support to the Board**
Motion to approve B13: Drew Thurman. Motion carried.
- 11. Policy Monitoring Report: Policy B4 – Financial Condition (3rd Qtr FY 16-17)**
Motion to approve B4 Financial Condition 3rd Qtr FY 16-17: Drew Thurman. Motion carried.

BOARD POLICY MONITORING INTERPRETATIONS, REPORTS AND REVIEWS

- 12. Policy Monitoring Report: Policy C – General Manager Linkage**
Motion to approve policy monitoring for C and C2: Drew Thurman. Motion carried.
- 13. Policy Monitoring Report: Policy C – General Manager Linkage: Accountability of the General Manager**
Motion to approve policy monitoring for C and C2: Drew Thurman. Motion carried.

OTHER DECISIONS

- 14. Governance Budget Development for Fiscal Year 17-18**
Motion to approve Governance Budget of 0.25% of sales for FY 17-18: Drew Thurman. Motion carried.
- 15. Ends Statements: Review of 4 Food Co-ops**
Discussed.
- 16. Best Practices: Email and Electronic Discussion**

General agreement to implement the following:

- *Suspend email discussions by Wednesday before the Board Meetings.*
- *Change the subject line when appropriate*
- *Use the subject line tips from Best Practices for (Electronic) Communication by Thane Joyal, CBLD Board Consultant:*
 - *OPT: Indicates that this is not directly related to board work.*
 - *Y/N: Indicates sender is requesting a yes or no response from recipients*
 - *NRR: No Reply Required*
 - *EOM: Subject is the message and there is not body*

17. Chocolate Time – Safe, Strategic Conversations

18. Approval of Minutes from May 2017 Board Meeting

Motion to approve Minutes from May 2017 Board Meeting, striking reference to Executive Session in Section 1: Graciela Cabana. Motion carried.

19. Board News assignments related to meeting content

Jenny Weisent will provide posts related to Election Cycle.

20. Action Items Review

Reviewed

21. Adjournment

Motion to adjourn the meeting: Crista Cuccaro. Motion carried.

9:00 PM