

Three Rivers Market Board Meeting - Thursday, March 10, 2022 - online via ZOOM

#	START TIME	DURATION	DESCRIPTION	MOTION and/or OUTCOME	LEADER
1	6:30 PM	0:01	Call to order. The Chair will call to order the meeting, noting the date and time. The Vice Chair will read Action Items.		Chair: Caitlin Seidler & Vice Chair: Kimberly Lomonaco
2	6:31 PM	0:02	Meeting Preparation - 1 minute of silence.		Chair: Caitlin Seidler
3	6:33 PM	0:01	Roll Call with statement of preparation.	Ensure everyone is present and able to participate online.	Secretary/Treasurer: Helen de Haven
4	6:34 PM	0:09	Member Forum (<i>3 minutes allocated per member to provide ideas to the Board for future consideration</i>)		Vice Chair: Kimberly Lomonaco & Secretary/Treasurer: Helen de Haven
5	6:43 PM	0:01	Agenda Review/Revision. Chair will summarize outcomes for the meeting, and remind the Board to keep the Ends in mind throughout.	To approve the agenda.	Chair: Caitlin Seidler & Secretary/Treasurer: Helen de Haven
6	6:44 PM	0:02	Consent Agenda	To approve the February 2022 Board Meeting Minutes; policy monitoring reports for B3: Budgeting/Financial Planning 2nd Qtr; B4: Financial Conditions for 1st and 2nd Qtrs; D2: Board Job Products; D10: Board of Directors' Meetings; Resolution authorizing Garland McQueen, Interim General Manager, Leonard Griffith, Personnel Director, and Heather Harrison, Merchandise Director, as signers on all Three Rivers Market accounts with Pinnacle Financial Partners.	Chair: Caitlin Seidler
GENERAL MANAGER REPORT					
7	6:46 PM	0:10	General Manager Report		Interim General Manager: Garland McQueen

Three Rivers Market Board Meeting - Thursday, March 10, 2022 - online via ZOOM

STUDY & ENGAGEMENT					
7	6:56 PM	0:10	ORIENTATION: Financial Training Debrief	To ask follow-up questions after completion of the Financial Training for Directors.	New Directors Helen de Haven, Ben Maddox, Erin Salter, Kathryn Tilson
8	7:06 PM	0:10	ORIENTATION: Our Co-op: How Does It Work?	To review the organizational chart. To know who is on the staff and the lines of accountability, and our personnel policies. To understand compensation and benefits for all employees.	Chair: Caitlin Seidler; Interim General Manager: Garland McQueen
9	7:16 PM	0:10	ORIENTATION: General Manager Job Description	To understand the General Manager’s Job Description. To understand monitoring report decision tree.	Chair: Caitlin Seidler; Interim General Manager: Garland McQueen
10	7:26 PM	0:10	BREAK		
OTHER DECISIONS					
12	7:36 PM	0:20	Member Linkage Committee	To discuss the June member linkage event.	Member Linkage Committee Members Ben Maddox, Erin Salter, and Kathryn Tilson
13	7:56 PM	0:05	Policy Update Plan	To organize and schedule updates to B and C policies.	Director Nina Gregg
14	8:01 PM	0:01	Board News Assignments		Vice Chair: Kimberly Lomonaco
15	8:02 PM	0:03	Action Item Review (Confirm items completed/Add items generated during meeting).		Vice Chair: Kimberly Lomonaco
16	8:05 PM	0:25	Executive Session	Search Committee Update	Chair: Caitlin Seidler
17	8:30 PM	0:00	Adjourn	To adjourn.	Chair: Caitlin Seidler
SUGGESTIONS FOR MEETING PREPARATION					
Review agenda. Ask any questions about Agenda Items on the i.o. group BEFORE meeting. Read Action Items. Read draft of Minutes, note errors and omissions.					