

THREE RIVERS MARKET

BOARD OF DIRECTORS MEETING

June 8, 2023

6:38 PM – 8:40 PM

Cansler YMCA, Knoxville, Tennessee

MINUTES

Board Members in Attendance

Caitlin Seidler, Chair

Kimberly Lomonaco, Vice-Chair

Adam Deen

Erin O'Tool

Drew Rutherford

Kathryn Tilson

Valerie Woodings

Damian Zannini

Board Members Absent

Helen de Haven, Secretary/Treasurer

Additional Attendees

Fadi Aboush, General Manager

Kristen Yartz, Cooperative Relations Administrator

PRELIMINARIES

Call to Order: 6:38 PM

Meetings will be held at St. James Episcopal Church at 1101 North Broadway, Knoxville moving forward.

Action Items reviewed.

Meeting Preparation: 1 minute of silence.

Roll Call with statement of preparation.

Member Forum – No members in attendance.

Agenda Review/Revision

Motion to approve Agenda: Drew Rutherford, seconded: Kathryn Tilson; motion carried unanimously.

Consent Agenda: May 2023 Board Meeting Minutes; Policy Monitoring Reports for Executive Limitations, #B4 – Financial Condition (3rd Quarter); #B7 – Emergency General Manager Succession; #B13-Logistical Support to the Board; Board-General Manager Linkage, #C – Board-General Manager Linkage; #C2 – Accountability of the General Manager; revised charter for the Member Linkage Committee.

Motion to approve Agenda: Adam Deen, seconded: Kimberly Lomonaco; motion carried unanimously.

GENERAL MANAGER REPORT

Growth of Ownership

- The co-op welcomed 61 new members in May.
- The Total Owner Paid in Equity in May was \$4,450.
- The Customer Count for May was 25,705.
- Member Discounts and Staff Discounts discussed.

Mailchimp Campaigns

TRM Member Picnic campaign

- Results from Member Picnic invitation, sent to 3,237 active members: 60% opened, 4.8% clicked, 5.4% unique clicks.

Board Newsletter Clicks

- 184 members have clicked on the Board Newsletter and/or Board Meeting information in recent monthly newsletters. Contact information is being compiled for Board outreach for the upcoming election cycle.

Financials

Fiscal Year 22-23 Quarter 3 was discussed with areas for focus and improvement in Quarter 4.

Discussion of National Cooperative Grocers Benchmarks and where the co-op currently stands.

Operational Updates

The store is currently fully staffed.

Stock/Supply Chain Issues

UNFI has been satisfactory with minimal issues. Shelf out of stocks have been averaging about 450 for the entire store. All other vendors are operating to satisfaction.

GOVERNANCE BUDGET

Motion to approve Governance Budget as proposed: Kimberly Lomonaco, seconded: Kathryn Tilson; motion carried unanimously.

STUDY & ENGAGEMENT

Orientation: Our Co-op: Key Relationships and Industry Trends

Member Linkage

Details finalized for upcoming member picnic.

Board News Assignment

Action Item Review

Motion to adjourn: Drew Rutherford, seconded: Kathryn Tilson; motion carried unanimously.

Certified: Carla Seid

Chair

July 13, 2023