

# THREE RIVERS MARKET

## BOARD OF DIRECTORS MEETING

May 8, 2025

6:33 PM – 9:17 PM

St. James Episcopal Church, Knoxville, TN 37917

## MINUTES

### Board Members in Attendance

Mary French

Adam Hughes

Kimberly Lomonaco, Vice Chair

Teri O'Meara, Secretary

Caitlin Seidler, Chair

Brian D. Williams, Treasurer

### Board Members Absent

Debbie Sharp

### Additional Attendees

Fadi Aboush, General Manager

Jonathan Blevins

George Butler

Kristen Faerber

Nikki Gray

Peg Hambright

Brett Johnson

Aubrey Langley

Rory Longmire

Lucas Neubert

Jeff Scheafnocker

Morgan Wilson

Kristen Yartz, Cooperative Relations Administrator

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## PRELIMINARIES

Call to Order: 6:31 PM

Action Items reviewed

Meeting Preparation – 1 minute of silence

Roll Call with statement of preparation

## **AGENDA REVIEW/REVISION**

Approval of April 2025 Board Meeting Minutes removed from Consent Agenda and moved to June 2025 Board Meeting.

*Motion to approve Agenda as amended: Brian D. Williams, seconded: Adam Hughes; motion carried unanimously.*

## **CONSENT AGENDA**

Executive Limitations, B- Global Executive Constraint; Executive Limitations – B6 – Communication & Support to the Board; Board-General Manager Linkage, C5 – General Manager Treatment, Proposed Revisions to D Policies.

*Motion to approve Consent Agenda as amended: Kimberly Lomonaco, seconded: Brian D. Williams; motion carried unanimously.*

## **GENERAL MANAGER REPORT**

### Growth of Ownership - April

- New Members – 63
- Owner Paid in Equity – \$5,225

### Sales Growth - April

- Total Net Sales for April - \$789,772
- A decrease of -4.5% in Net Sales or \$37,021 compared to the previous year.
- Customer Count – 23,005
- Average Basket Sale: \$33.23
- Average Basket Size: 6.3 items

### Member and Staff Discounts - April

- Member Discounts: \$17,418
- Staff Discounts: \$5,395

#### Additional Discounts - April

- CX Discount April 2025 - \$210
- BOGO Discounts - \$392

#### Nourishing Change and Other Donations – April

- Nourishing Change – Tennessee Local Food - \$5,333
- Holleroo – Community Event - \$100
- Knoxville FOP #2 - \$200
- St. James Church – Water - \$126
- TRM Birthday event – Gift Cards - \$50
- 100 Black Men of Greater Knoxville – Gift Cards - \$500
- Earth Event at UTK - \$55
- South Knoxville Pride - \$75
- Museum of Infinite Outcomes – Gift Card - \$100
- KoloHub – Gift Card - \$100

#### Operational Updates

- Promotion of Johnathan Blevins to Meat Manager.
- Promotion of Brett Johnson to Store Manager. Brett will co-manage the Meat Department through August and move into his new role in September.
- Promotion of David “Chase” Sexton to Assistant Meat Department Manager
- Two Cashiers have been hired

#### Stock/Supply Chain Issues

- UNFI – out of stock issues continue

#### General Repairs

- Awning for extra storage space purposes has been installed
- Waiting on quotes for solar panel cleaning. Losing \$200-\$300 per month of efficiency

- Waiting on quotes for store shelving, side wing shelves, and panels

### Operations

- We continue to work on the new TRM website. We met with Robin Easter Design on April 24 and are still working through the site plan and design. The membership page will be included in a possible design presentation to several Board members
- SMG – Customer Experience Survey – April 2025
- Concerns about the Membership Monthly discounts – This will be discussed further.
- 10% Discount Member Survey – Discussion
- Plans for further workshop and training opportunities for Produce, Meat, Deli, and Merchandising and Promotion Liaison. May and June.
- Employee Surveys – Planning
- The Meat Department is exploring a new beef farmer and logistics to make this happen.

## **STUDY AND ENGAGEMENT**

### **FY 25-26 Governance Budget**

*Motion to approved Governance Budget as proposed: Brian D. Williams, seconded: Teri O'Meara; motion carried unanimously.*

### **2025 Election**

### **Board Perpetuation and Board Workflow**

Joined via Zoom by Jade Barker, Columinate

### **Board News Assignments**

### **Action Item Review**

### **Member Forum**

Rory Longmire

Kristen Faerber

Aubrey Langley

**Executive Session**

To plan communication to members.

**Adjourn**

*Motion to adjourn: Kimberly Lomonaco, seconded: Brian D. Williams; motion carried unanimously.*

Certified: \_\_\_\_\_, Secretary

May 8, 2025