

# THREE RIVERS MARKET

## BOARD OF DIRECTORS' MEETING

July 10, 2025

6:32 PM –8:35 PM

St. James Episcopal Church, Knoxville, TN 37917

## MINUTES

### Board Members in Attendance

Kimberly Lomonaco, Vice Chair

Mary French

Adam Hughes

Jacqueline O. Kittrell

Teri O'Meara, Secretary

Debbie Sharp

Fred Stephens

Brian D. Williams, Treasurer

### Board Members Absent

Caitlin Seidler, Chair

### Additional Attendees

Fadi Aboush, General Manager

George Butler

Kim Davis

Kristen Faerber

Peg Hambright

Natalie Kurylo

Jeff Scheafnocker

Morgan Wilson

Kristen Yartz, Cooperative Relations Administrator

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## PRELIMINARIES

Call to Order: 6:32 PM

Action Items reviewed

Meeting Preparation – 1 minute of silence

Roll Call with statement of preparation

## **AGENDA REVIEW/REVISION**

Agenda reordered: Switch Agenda items #12 and #13 to spaces #10 and #11, with #10 and #11 coming after in discussion.

*Motion to approve reordered Agenda, switching items #12 and #13 with #10 and #11: Kimberly Lomonaco, seconded: Fred Stephens; motion carried unanimously.*

## **CONSENT AGENDA**

June 2025 Board Meeting Minutes

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

## **CANDIDATE Q & A**

Opportunity for prospective candidates to ask questions about Board service. October 1, 2025, is the deadline to submit applications.

## **POLICY MONITORING REPORTS**

Executive Limitations, B – Global Executive Constraint; Executive Limitations, B6 – Communication to the Board

*Motion to approve Executive Limitations, B – Global Executive Constraint; Executive Limitations, B6 – Communication to the Board: Mary French, seconded: Brian D. Williams; motion carried unanimously.*

## **GENERAL MANAGER REPORT**

### **Growth of Ownership – June**

New Members – 51

Owner Paid in Equity – \$4,525

### **Sales Growth – June**

Total Net Sales - \$741,130

10.73% or \$71,811 increase compared to previous year

Customer Count – 22,156

Average Basket Sale - \$32.31

Average Basket Size – 6 Items

### **Member and Staff Discounts – June**

Member Discounts - \$16,228

Staff Discounts - \$5,660

### **Additional Discounts – June**

CX Discount - \$365

Other Discounts - \$1,948

### **Nourishing Change and Other Donations for June**

Nourishing change – Beardsley Farm - \$4,945

### **Operational Updates**

#### **Staffing**

F/T staff for deli sandwich station

F/T staff to start in grocery department in mid-July and will also apply focused hours on beer ordering, merchandising, pricing and to uplift sales.

#### **Stock/Supply Chain issues**

UNFI – out-of-stock issues continue.

Continues with successful recovery from Cyber-attack.

### **General Repairs and Maintenance**

Waiting on arrival of side wing shelves and parts.

Waiting on the awning for the back of the building to be installed.

Gathering estimates for pressure washing TRM property.

Gathering estimates for the parking lot asphalt sealing and parking lines.

### **Operations**

- We continue to work on the new TRM website.
- SMG – Customer Experience Survey – July 2025
- In-house execution of Instagram and Tik Tok. – Possible candidate in mind – still in the works.
- Employee Surveys – to be completed by the end of July.
- Six team members attended the National Cooperative Grocers Fresh Conference in St. Paul – MN.

*Motion to approve Patron Membership Interest Repurchase Requests: Brian D. Williams, seconded: Teri O'Meara; motion carried unanimously.*

## **STUDY AND ENGAGEMENT**

### **Orientation: GM Compensation Training**

### **Member Picnic Reflection**

### **Board Development**

**Policy #D4, Directors' Code of Conduct**

**Board of Directors Procedures Manual**


General agreement on all Board of Directors Procedures as proposed with the exception of the member forum.

**Board News Assignments**

**Action Item Review**

**Adjourn**

*Motion to adjourn: Debbie Sharp seconded: Fred Stephens; motion carried unanimously.*

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

August 14, 2025