

THREE RIVERS MARKET

BOARD OF DIRECTORS' MEETING

August 24, 2026

6:33 PM –8:04 PM

Cansler YMCA, Knoxville, TN 37917

MINUTES

Board Members in Attendance

Kimberly Lomonaco, Chair

Mary French, Vice-Chair

Jacqueline O. Kittrell, Secretary/Treasurer

Mariah Lawrence

Annette Mendola

Leah Smith

Dave Zanstra

Board Members Absent

Additional Attendees

John Askew

Jenna Baker

Johnathan Blevins

Amy Brame

Kevin Brown

George Butler

Jewel Cornett and guest

Kim Davis

Kristen Faerber

Brett Johnson

Phoenix Johnson

John Ledbetter

Lucas Neubert

Leslie Otto

Colin Perkins

Jasper Ridley

Isabella Schwimmer

Jocelyn Smith

Molly Starnes

Jeff Scheafnock

Luke Schloemer

Adam Tinker

Morgan Wilson

Trevor Yehle

PRELIMINARIES

Call to Order: 6:33 PM

Roll Call with statement of preparation

Action Items reviewed

CANDIDATE FORUM

MEMBER FORUM

Colin Perkins

Brett Johnson

Jenna Baker

John Ledbetter

Kevin Brown

AGENDA REVIEW/REVISION

Motion to approve agenda: Leah Smith; seconded: Dave Zanstra; motion carried unanimously.

CONSENT AGENDA

April 2026 meeting minutes; confirm receipt of reporting on Policies B7 and B13.

Motion to approve Consent Agenda: Jacqueline O. Kittrell, seconded: Mary French; motion carried unanimously.

GENERAL MANAGER REPORT

Growth of Ownership—July

New Members – 24

Owner Paid in Equity – \$2.675

Sales Growth—July

Total Net Sales - \$754,467

5.09% increase, or \$36,569 increase compared to the previous year

Customer Count – 22,718

Average Basket Sale - \$33.04

Average Basket Size – 5.9 items

Staff Discounts—July

Staff Discounts - \$5,172

Additional Discounts—July

CX Discount - \$51

Other Discounts - \$5,673

Nourishing Change and Other Donations for July

Nourishing Change – \$4,803 – Real Good Kitchen Foundation

Knox Pride – Food donation - \$309

Knoxville Fire Fighters Association - \$500

Boys and Girls Club – Food Donation - \$335

Fraternal Order of Police #2 - \$200

Operational Updates

Staffing

No hiring at this time

Stock/Supply Chain issues

UNFI – Slightly better this month with out-of-stock items

Alberts – Several delivery issues, specifically for deli. Orders not received, which delayed in-house production.

General Repairs and Maintenance

Building General Maintenance and Upkeep - \$1,375

Equipment Maintenance - \$7,370

Operations

TRM Website finalization pending.

SMG Customer Experience Survey – July 2026.

New warming case for hot sandwiches.

Tennessee Department of Agriculture Health Inspection. Please refer to the folder for the full report.

NOTE: The GM report presents provisional financials. The accountant will finalize the financial statements and submit them to the Board for review upon completion. During the yearly audit/review, the auditors may propose adjustments, which will be reflected in the final statements as approved. The final financial statements will be prepared in accordance with applicable accounting standards and will align with, or reconcile to, the amounts reported on the tax return.

POLICY MONITORING

Discuss Executive Limitations Policy: B4 – Financial Condition for Preliminary FY25-26 Reporting

Motion to acknowledge receipt of report and request additional information from the General Manager: Annette Mendola, seconded: Mary French; motion carried unanimously.

Discuss survey results: C, C2, C5, D, D4, D7.

STUDY AND ENGAGEMENT

Request for Proposal

Board Perpetuation

Board News Assignments

Action Item Review

Adjourn

Motion to adjourn: Annette Mendola, seconded: Dave Zanstra; motion carried unanimously.

ELECTRONIC VOTE

Vote via email on July 6th, 2026

Motion to appoint Annette Mendola (Seat 9), Leah Smith (Seat 1), Mariah Lawrence (Seat 2), and Dave Zandstra (Seat 8) to the Board or Directors: Mary French; seconded: Jacqueline O. Kittrell. Motion carried unanimously.

Certified: Jacqueline O. Kittrell
Jacqueline O. Kittrell, Secretary/Treasurer

October 26th, 2026