

MOCO Board Meeting Minutes - Approved
November 19, 2020
5:00pm
Online Meeting via Google Meets

Agenda

1. Action for Vote including New Officers
2. Committee Reporting
3. Action for Discussion - Board Survey & Annual Survey Results
4. Other Business

Minutes

In attendance: Tricia Follert, MJ Bouvier, Mark Andrews, Susan Titterton, Elaine Harvey, Jack Pickett, Elly Ventura, Taylor Evnas, Cari Varner, Larry Gibbs

Absent: Rachel Funk, Kelley Lyons

Minutes-Taker: Cari Varner

1. Actions for Voting
 - Approved - October Minutes, motion by Larry, 2nd by Elaine, abstention by Mark Andrews, all in favor
 - New Officers
 - Elly - resigns as Chair, nominates Jack Pickett, Elaine 2nds, all in favor
 - Tricia - resigns as Secretary, nominates Cari Varner, Jack 2nds, all in favor
 - Elaine nominates herself as Vice- Chair, Tricia 2nds, all in favor
 - No one to fill Treasurer role
 - Treasurer Discussion
 - As no one was immediately available to fill the Treasurer role, a discussion ensued as to re-examining the responsibilities of this traditionally labor intensive role and the necessary financial literacy required. The potential for having Brittany or a hired financial consultant to work with the Treasurer, which would act as a signatory and liaison to the board was discussed. There are potential additional funds from CFNE to fund additional hours for Brittney or a financial consultant. Beth from the Finance Committee was also recommended. The Board could have a special vote the week of November 23 to fill this role. The decision was left unmade with Elly, Jack and Taylor actively committing to follow thru with Brittney, Beth and other board members.
2. Committee Reporting
 - Finance Committee
 - Taylor reports that the finances are improving vis a vis the cost of goods. She Is tracking the value of the inventory and the money generated. The goal is to break even in the 3rd and 4th quarters, which is typical for grocery retailers as the holidays are an important season. A tax return of about \$12K is expected to be coming in shortly. Bob & Sue Titterton have graciously agreed

to forgo rent for the building through 2021. COVID restrictions remain in place which limit the number of customers allowed in the store, circulation between aisles and means of egress.

3. GM Report

There is an increase in the basket size over last year, and there is lots of traffic through the store. They were unable to get in an application for Hazard Pay grant that was due in early November. Taylor thinks that the grant writing and searching process needs more attention from the Board. MJ has a lot of the language and framework for applications all ready to go. Tricia recommends resurrecting the COVID Ad Hoc Committee, as she is aware of plenty of grants, especially in her role for the Town, that the Co-op could take advantage of. Taylor would support any effort.

4. Nominating Committee Report

Next step is to interview and select a college student for board membership. Taylor recommends a former employee, Gabrielle White. Elaine will reach out to CCV in Morrisville.

5. Board Survey Results

The survey evaluated governance structure and Elly can talk more in detail about the results next month. Please review it before then and come with thoughts/questions.

6. Annual Meeting Survey Results

There were over 27 responses in the comments section, that were generally either very generic or very specific to that buyer's needs. Overall, the responses were positive and balanced. Customers want local, organic and a low price point and it is very difficult to get all three. It was suggested that we compare results between years to see if there have been any changes.

The Annual Meeting was important for getting feedback and establishing communication and engagement with customers. Particularly popular was a video of Taylor giving a tour of the store. Especially during COVID, this video could be a great way to connect with shoppers virtually, if it were available publicly. Susan will do a summary and work with MJ for the next issue of the e-newsletter to complete the feedback loop on communication to the members regarding their input.

7. Outreach Committee

Susan and Taylor have a good idea of members they want to target.

A good time to have future board meetings was selected as the 4th Monday of every month at 5:00 pm. Thus, the next meeting is December 28.

Elly motioned to adjourn the meeting at 6:42pm.

Addendum Dated Dec. 15, 2020

8. In a virtual (email) meeting on December 15, the committee voted to accept Larry Gibbs' resignation (dated 12/14/20), nominate Beth Sprinston for the Board and nominate Beth Springston as treasurer with a motion by Jack Pickett and a second

by Cari Varner. Seconded the motion. The committee approved these three motions unanimously.