



**Morrisville Food Co-op Board Meeting -  
May 17, 2023, 2023 5:00-7:00 p.m.**

**MINUTES**

**Welcome (5)**

1. **Welcome:** Susan Titterton & Jessica Seddon (Co-Chairs) - meeting started at 5:04 pm.
2. **Member Comments** (if any) - none
3. **Vote - Approve April meeting minutes** - Beth moved to approve the minutes and Stephanie seconded them. Don abstained because he wasn't at the last meeting. Everyone else voted for the minutes.
  - a. [April Minutes](#)

Dave moves to go into Executive Session. Don seconded it. The board voted unanimously to go into Executive Session at 5:05 pm.

**4. Executive Session (30 min.)**

Personnel - (Don, Megan): GM Performance Review & next steps, growth goals.  
Background: Process Overview, Tool, Summary

Highlight: We are at Step 6: "Directors meet in executive session (all directors present, no one present except directors) to discuss compilation and the GM's self-evaluation. Directors discuss and reach agreement on the board's overall statements and ratings, including general goal areas. Directors may also discuss and reach agreement on any change in GM compensation package, including possible incentive bonus."

Beth moved to go out of Executive Session. Jessica seconded the motion. The board voted unanimously to leave Executive Session at 5:36 pm.

**5. Strategic Planning Updates: (45 min.)** (Jessica)

- a. Pre-read: overview of "[SOAR in Morrisville Co-op Context](#)"
- b. Review and confirm approach to "S.O.A.R. - light"
  - i. Confirm next steps on data collection
  - ii. Identify owners for conversations and community consultation



Jessica communicated the general thrust of the SOAR strategic planning effort. She talked through the phases. The board agreed to get to a draft survey by the next board meeting. Jessica asked Eric to focus on how we use the existing customer data

### **Old Business (10)**

6. **Independent Financial Review (10 min.)** (Jessica)
  - a. Proposed Firm - [Overview](#) & [Services List](#)
  - b. Quote

Jessica shared that a quote for a CPA review came in for approximately \$5,000. Jessica made a motion to move forward with the CPA review for \$5,000. Megan seconded the motion. All board members voted for the motion except for Beth.

### 7. **Noting for future meetings:**

- a. [Revisit in July] Capital Strategy
  - i. Revisit recommendation to use some EIDL funds to pay down some of the CFNE line of credit. [propose to revisit in July in light of strategy exercise]
  - ii. Review and potentially update [Capital Fund Policy](#) [Finance Committee and Member Loan Committee to Review/Suggest]

Nothing to report.

### **New Business (20 min.)**

8. **Discussion & Vote to approve:** April Financials & [Treasurers Report](#) (Beth)

Beth reviewed the Treasurer's report.

9. **Discussion** - GM Report April 2023 (Provided verbal) (Eric)

Eric gave a report of operations over the last month.

10. **Update: 2023-4 Budget** - draft in June, vote in July

Eric agreed to have the budget ready for a discussion in June and for a vote in July.

### 11. **Committee Reports - [Current Committees](#) (5 min.)**

- a. **Executive / Finance** - (Jessica, Susan, Beth, Dave) (May minutes)



- b. **Member Loan/ Capital** - (Susan, Beth, Megan, Jessica, Nancy Banks) ([May 5 minutes](#))
- c. **Personnel** - (Don, Megan) (Moved to Executive Session)
- d. **Nominating** - (Don, Stephanie) ( No report at this time)
- e. **Outreach** - (Megan, Dave, Stephanie) (Included in Strategic Planning Updates)

Susan left the meeting.

Don moved to go into Executive Session. Megan seconded the motion. The board unanimously approved the motion. The board entered Executive Session at 6:46 pm.

#### **12. Executive Session (5 min.)**

Vote on lease renewal (provided in to email to assure confidentiality; Susan to recuse)

Don moved to come out of Executive Session. Megan seconded the motion. The motion was unanimously approved. The board came out of Executive Session at 7:04 pm

Beth moved to approve the lease from Stones Throw LLC. Stephanie seconded the motion. The board voted unanimously to approve the lease.

#### **13. Adjourn**

Dave moved to adjourn the meeting. Beth seconded the motion. The motion was unanimously approved. At 7:06 pm the meeting was adjourned.