



Morrisville Food Co-op Board Meeting

March 20, 2024 5:00-7:00 p.m.

Location: Community Room, Morrisville Town Offices, 43 Portland St

&

[Zoom Link](#)

AGENDA

Opening (5)

1. **Welcome:** Jessica Seddon (Board Chair)

Dave, George, Beth, Eric, Jessica, Megan and Kaylin present in person. Brandon from NCG joined from zoom. Meeting began at 5pm.

2. **Member Comments** (if any)

No members present, no comments.

Interaction with NCG Team (50)

3. Brandon Kane from NCG to join meeting by zoom to talk through NCG and answer questions with the Board and Members.

Board members introduced themselves to Brandon. Brandon introduced himself to the board along with the history of NCG. Board members were able to ask questions and learn about NCG. NCG does not provide any legal or financial services at this time but are able to provide advice and assistance. They do not offer group health insurance. Brandons work is focused on Northeastern Co-ops and has experience supporting them when there is GM turnover or operational budget failures. Their purchasing department is able to provide information on which products are driving profit. NCG is prioritizing their advocacy work in promoting small farms, carbon offset, and Lila communities. Training and curriculums are available for co-op staff. Purchasing contracts are assessed quarterly.

Susan Titterton joined as a member at 5:30pm.

NCG gives co-ops access to coupons, promotional programs, templates (for banners, ect.) and much more. They are able to help GMs through training as well as mentorships.

The board will find out by April 10th on NCGs decision to accept or decline our application. NCG allows you to reapply the next year and can offer feedback if not chosen. The decision depends on how many co-ops apply as well. The board thanked Brandon for his time and said goodbyes.



Susan thanked Eric for bringing NCG to the board then left the meeting.

4. Vote:

- a. Approve prior meeting minutes: [February 2024](#) Minutes

Dave made a motion to approve minutes. George second. Vote was unanimous.

Old Business (0)

5. None

No old business.

Executive Session (20)

6. One item to be circulated by email to Board members and GM

Dave made a motion to move into executive session at 5:45pm. Megan second. Vote unanimous.

Megan made a motion to move out of executive session at 6:19pm. Beth second. Vote unanimous.

New Business

7. Finance (15)

- a. Treasurer's Monthly Report (Brief overview)

Beth gave a brief finance overview. There was a small profit in February. Cometrix is done and uploaded now for NCG. Taxes are now filed. Beth advises the board to continue using the same tax people unless we are accepted into NCG and have other options available. DNO insurance is crucial to have for boards and directors. Broker sent renewal this week for the insurance, renews the middle of next month and will need a decision by then. We are able to renew and cancel at any time to get the remaining years money back.

Beth made a motion to renew our insurance at the best price possible. Dave second. Vote unanimous.

8. Discussion: [GM Report](#) (Eric) (15)

Eric reviewed the GM report with the board. A new mural was placed on a window at the co-op. Megan mentioned she stopped her CSA because of the improvement in the produce department. Eric has worked with staff to remove a great number of slow selling items in



the store. Jess would like to see a papertrail/ implement an organizational system to keep track of products that don't sell/ products we discontinue. Eric considers but mentions that numbers for the products change overtime and that it is challenging to track.

9. Committee Reports (15)

Current Structure

Personnel Committee (Don)

- a. No report this month; will discuss possible handbook updates in April
Don not present. Will discuss it at the next meeting.

Engagement (Megan)

- a. When do we want to invite staff and customers to join the committee? We have set meeting dates: 1st Wednesday of every month 5-6 pm, April 3, May 1, June 5
Jess would like to see members involved in this committee for the summer. Eric could possibly reach out to members in the newsletter. Kaylin would like to see an in person meeting option for members. Megan may look for a space. April meeting is too soon, we will try to invite members to the engagement committee for the May 1st meeting.
- b. We have established the team and rough outline of goals

Executive (Jessica)

- a. [Minutes](#)

Jess brought up our previous thoughts on meeting less, possibly after April we could consider every other month meetings if committees are strong.

Adjourn

Jess made a motion to end the meeting at 6:53pm. Dave second. Vote unanimous.