

Willimantic Food Co-op
Meeting of the Board of Directors
May 4th, 2023 7:00 pm – 9:00 pm, Trigo Wood Fired Pizza

Directors Attending: Steve Bachiochi, Linda Brock, Matthew Coolbeth, Katherine Gavin, Kathleen Krider, Niti Pandey, Alice Rubin

Absent: Joanne Todd

Others Attending: Patty Smith, Kimberly Montoya (scribe)

Call to Order: 7:10 pm

Agenda Item	Resolution
Members Speak Out	
- One member had two questions on reincorporation which were addressed by email reply.	<i>Action: none.</i>
Consent Agenda	
<ul style="list-style-type: none"> - Minutes of March monthly meeting - Committee Reports (verbal): <ul style="list-style-type: none"> • Expansion: Alice is having asbestos testing done on the property across the street and evaluating for a new roof • Member engagement: Patty shared strategic outline about reshaping member benefits. <ul style="list-style-type: none"> - Member discussions of options with a social gathering format. Educate about: <ul style="list-style-type: none"> - Non-member surcharge - Food for All program - Patronage refunds 	<i>Action: correction - Katherine Gavin not attending. Consent agenda approved with the corrected minutes. (motion: Pandey; second: Coolbeth. All in favor.)</i>
New Business	
Fall Retreat	<i>Action: none.</i>
- August 12 th 8:30 am – 3:30 pm	
Monitoring Report A.1 Global Ends	<i>Action: approve A.1 as compliant (motion: Gavin, second: Coolbeth, abstaining: Rubin. All others in favor.)</i>
<ul style="list-style-type: none"> - A review of the culmination of the year with year-end-to-year-end comparison - Successes shared on re-useable and recyclable measures - Staff longevity: WFC has lower turnover and longer tenure; which serves both members, the co-op and suppliers. The Staff Survey this year may shed more light on reasons. - Approximately 1,000# of food donated to Soup Kitchen - Patty discussed staff DEI work including management discussion of the TMI trainings, and a committee meeting with Ian Harrington of Access Agency to plan actions. 	
Report on Columinate Co-op Café on Diversity, Equity & Inclusion	<i>Action: board to pursue DEI work, connect w/ Chris at Willimantic Town Assoc. and/or Ian Harrington at Access.</i>
<ul style="list-style-type: none"> - Linda summarized the recent Columinate Co-op Café; the work being done by other co-ops suggests we should continue our “mirror work” (self-reflection) to ensure don’t miss opportunities due to unrecognized biases. - 	
Monitoring Report D.5 Director Code of Conduct	<i>Action: approve D.5 as compliant (motion: Pandey; second: Bachiochi. All in favor.)</i>
<ul style="list-style-type: none"> - Matthew assessed the board as compliant - Discussion on confidentiality/conflict of interest agreements: incorporate a brief confidentiality statement into the existing 	

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Conflict of Interest form for annual completion and discuss; helps to be reminded of confidentiality criteria.	<i>Revise Conflict of Interest form for next director signing cycle.</i>
<p>Report on NCG (National Cooperative Grocers) Spring Meeting</p> <ul style="list-style-type: none"> - San Diego, CA, back to pre-pandemic attendance - 22 first-time attendees & 10 new member Co-ops (159 total); WFC joined in 2013 - Membership rules are less stringent, allowing smaller co-ops to join. - Development Co-op subsidiary shifting focus from growth of existing stores to R&D, assisting start-up co-ops and emphasizing underserved communities. - GM turnover rate: 2012 – 8 GM openings, 2022 – 37 openings - Initiative on supplier diversification for better service 	<i>Action: none.</i>
Old Business	
<p>Annual Meeting Planning</p> <ul style="list-style-type: none"> - Discussion of who would cover which sections: <p>Agenda & Assignments</p> <ul style="list-style-type: none"> - Welcome/Introductions of directors, managers & candidate: Bachiochi - Financial Report: Todd - [Gavin “call the vote” to close the election] - Board Report: Brock - Director Election Results: Gavin - Operations/Ends Report: Rubin - Recognition of Krider Board Service: Todd - Report of GM Search & Announcement of GM Selection: Moore & Pandey - Recognition of Rubin GM Service: Krider - Overall plan: have appetizers & beverages ready at outset, bring out desserts a bit later - Resources needed: projector (w/ computer cable) & screen (expect slides for Todd, Brock, Rubin) 	<p><i>Action:</i></p> <ul style="list-style-type: none"> • Patty drop off equipment Thursday at Horizons • Patty and Steve Murphy will be there by 4:30 to set up for check-in • Matt and Steve Bachiochi will also arrive by 4:30 to help with set-up • All remaining directors there by 4:50
Store Report	
<ul style="list-style-type: none"> - Sales Growth: <ul style="list-style-type: none"> • April 2023: 11% (relative to April 2022) • Year-to-date: 11% (relative to 2022) - Store is fantastic, staff are good, and the store is busy - New accountant who is doing well - Working on employee retention credits (ERC) 	<i>Action: None.</i>
Executive Session: review of General Manager search and discussion of fundraising idea	<i>Action: None.</i>
Meeting adjourned	9:05 pm