

**Willimantic Food Co-op**  
**Meeting of the Board of Directors**  
**October 5th, 2023 7:00 pm – 9:00 pm, Webb Hall, ESCU Campus, Willimantic**

**Directors Attending:** Brock Alosky, Linda Brock, Matthew Coolbeth, Katherine Gavin, Niti Pandey, & Alice Rubin

**Absent:** Steve Bachiochi & Joanne Todd

**Others Attending:** Patti Smith & Kimberly Montoya (scribe)

**Call to Order:** 7:05 pm

Agenda Item	Resolution
<b>Check-In</b>	<i>Action: none.</i>
- None.	
<b>Members Speak Out</b>	
- None.	<i>Action: none.</i>
<b>Consent Agenda</b> <i>(no motion to approve required)</i>	
<ul style="list-style-type: none"> <li>- Minutes of September’s monthly meeting               <ul style="list-style-type: none"> <li>• Approved with changes discussed.</li> </ul> </li> <li>- Committee Reports:               <ul style="list-style-type: none"> <li>• No written committee reports, Coolbeth gave an update on by-laws and GM review committees.</li> </ul> </li> </ul>	<i>Action: September’s notes to reflect spelling and notes adjustment approved by board.</i>
<b>New Business</b>	
Monitoring Report B.5 Communication & Counsel to the Board - General discussion: <ul style="list-style-type: none"> <li>- Alosky &amp; Smith discussed deeper financial analysis reports that the Board could use to evaluate the health of the co-op further.</li> </ul>	<i>Action: motion to approve B.5 as compliant (motion: Pandey, second: Coolbeth; abstain: Rubin) All in favor of approval.</i>
Monitoring Report D.6 Officers Role - General Discussion: <ul style="list-style-type: none"> <li>- Pandey noted the Secretary has a lot of heavy lifting to do until everything is set up, Cloud not being utilized as needed, suggests re-interpretation and figuring out how to get Cloud utilized.</li> <li>- Cloud had issues for some. Pandley suggest re-interpretation of report and perhaps create a flow chart of how to get backlog of work done and then get everyone in a place where they can be updating the Cloud themselves. Cloud could have a place to have a place to weigh in and comment on the monitoring report. Nextcloud has a feature like Google Docs that allows people to contribute in a document type that all could see. The Board comes up with procedure and timeline of how to move forward and then create an expectation. The documents should be uploaded a week prior to the board meeting then people can review on the weekend.</li> </ul>	<i>Action: motion to approve D.6 as compliant, with adjustments discussed,(motion: Pandey, second: Alosky) All in favor of approval.</i>  Board members to sign into Nextcloud and see what is there and consider whether the existing structure should be used or updated. If an update is needed what would you like to see?

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<ul style="list-style-type: none"> <li>- November meeting may be held somewhere else so that we can review the new Nextcloud with Steve from the coop.</li> <li>- Terminology update: Chair and Vice-Chair vs President and Vice-President. The Vice-Chair isn't a successor for the President due to the terms of the board members. Board members may be shifted to 3 year max term with reincorporation.</li> </ul>	
<p>Monitoring Report B.9 Board Logistics Support General Discussion:</p> <ul style="list-style-type: none"> <li>- How much demand is there for in-print communication? Compost printed copies have been decreased, it is not mailed to people unless they are subscribed. New members receive a copy of the Compost in their new member packet.</li> <li>- Retreat location was a success. Consider more alternative locations for when the ECSU campus location is unavailable? Horizons is a good alternative and Rubin will verify availability. Also the Willimantic Library may be a possibility.</li> <li>- Posting the minutes: Secretary and GMs duty. Steve posts to internet and Secretary to verify meeting minutes posted. GM posts notice of meeting, location and time.</li> </ul>	<p><i>Action: motion to approve B.9 as compliant (motion: Pandey, second: Coolbeth; abstain: Rubin) All in favor of approval.</i></p>
<p>Board Perpetuation Committee</p> <ul style="list-style-type: none"> <li>- Members to serve - Pandey and Bachiochi - finalized at the annual meeting, late May - early June is still the target. Ballots out in March/April. Gavin noted that starting earlier was important. Rubin said Nancy has the flyer for Board recruitment. Pandey can meet week before Thanksgiving possibly. Brock to communicate this to Bachiochi. Smith mentioned discussing DEI and stakeholders in regards to board recruitment.</li> </ul>	<p><i>Action: discuss Board Perpetuation Committee with Bachiochi.</i></p>
<p><b>Old Business</b></p>	
<p>Reincorporation Update</p>	<p><i>Action: none.</i></p>
<p>Member Benefits Info Session Update - Saturday, October 14 at 10 am Willimantic Public Library and virtual via Zoom Wednesday, October 25th at 7 pm. Provide the opportunity for members to speak and provide feedback in regards to the member benefits. Member Survey will come out after sessions are complete.</p>	<p><i>Action: none.</i></p>
<p>Board DEI Work Committee Update - Alosky said he will provide a synopsis to the Board on his discussion with Jamila and Smith. Jamila could provide a proposal on the options available. Columinate Workshop - 4 part workshop, Foundations for DEIB (B-Belonging) Impact workshop 7-8:30 pm Oct 24, Nov 7th and 14th, Nov 28th. \$100/person.</p>	<p><i>Action: Smith to sign up Brock, Alosky and Gavin.</i></p>

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<p>CBL 101 In Person October 14th          No Board members will be attending.</p>	<p><i>Action: none.</i></p>
<p><b>Store Report</b></p>	
<p>The store is financially doing very well, 12% sales growth for the year. New membership is strong. Staffing is a little “wobbly”. United Services HR Support is going well. Freezer went down twice, had quite a bit of loss. Sprinkler system had a leak. Minimal water in building with big rains. Repair bills are higher than usual. Refrigeration system may be needing replaced.</p> <ul style="list-style-type: none"> <li>- Round up for October is for Access Agency, Kathleen did a training w/ the cashiers so they understood who they are and how they can help. Access Agency will be coming in and doing bagging.</li> <li>- Board members to do bagging for holidays.</li> </ul>	<p><i>Action: none.</i></p>
<p><b>Executive Session</b></p>	<p><i>8:37 pm</i></p>
<p><b>Meeting adjourned</b></p>	<p><i>9:0? pm</i></p>