

Willimantic Food Co-op  
Board of Directors Meeting Agenda

April 3, 2025 7:00-9:00 PM

**WorkMode Office Space, 109 Valley St Suite B, Willimantic**

**Call to Order – 7:00pm**

**Board Check-in** (Todd - 10 min.); select next check-in leader

**Member Speak Out** (information, 1 min.) – **7:10**

**Consent Agenda** (action)

- Minutes of March monthly meeting

**Monitoring Reports – 7:15**

- Board Monitoring Report C.4 Monitoring Manager Performance (Pandey – discussion & action, 10 min. *Materials: C.4 Monitoring Report*)
- GM Monitoring Report: B.6 Emergency Management Succession (Brock – discussion & action, 10 min. *Materials: B.6 Monitoring Report and Management Evaluation Under Policy Governance article*)

**New Business – 7:35**

- Bylaws & Policy Committee: Proposed Revision to Policies D.3 Agenda Planning and D.4 Board Meetings (Coolbeth – discussion & action, 15 min. *Materials: Policy Revision Drafts*)
- Board Self-evaluation (Brock – discussion – 20 min. *Materials: see examples in Board Self-evaluation folder*)
- NFCA Annual Meeting Take-aways (attendees – most compelling ideas and recommendations, 10 min.)
- Presentation of 2025 Slate of Candidates & Annual Meeting Election Follow-up (Brock – discussion & action, 10 min. *Materials: applications & resumé's in 2025 Candidates folder*)

**Old Business Follow-up – 8:30**

- Director “Compensation”: continuing discussion and possible adoption (Coolbeth, 10 min.)

**Executive Session – 8:40**

- General Manger Performance Review (WFC employees excused) (Brock – discussion, 10 min. *Materials: see EXECUTIVE\_SESSION\_MATERIALS link*)

**Action on Executive Session – 8:50**

- Action on General Manger Performance Review

**Check-out – 8:55**

**Adjourn 9:00**

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**Board Calendar for Upcoming Month(s)** (information)

Board Meeting Thurs. May 3, 7:00-9:00pm, **WorkMode Office Space, 109 Valley St Suite B, Willimantic**

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Annual Meeting Wednesday May 21 evening, First Congregational Church, Valley St, Willimantic.

Upcoming Trainings - Columinate (<https://columinate.coop/events/>) – when registering, choose “Willimantic Food Cooperative” as the organization name. Check w/ Board Chair if cost is not included in “CBLD” program.

- Explorations in Policy Governance Series Q2 (4-part): Tues. Apr 1, 8, 15, 22, 7:30-8:45pm, virtual.  
***Strongly recommended for new Directors.***
- Virtual CBL 101: Sat. April 12, 11:00am-2:30pm, virtual. ***Required training for new Directors.*** Offered quarterly.
- Financial Training for Directors (4-part): Tues. April 29, May 6, May 13, May 20, 7:30-8:45pm, virtual.  
***Recommended (possibly required) training for new Directors.*** Offered semiannually.
- Navigating the GM Compensation & Evaluation Processes: Wed. May 7, 7:30-8:45pm, virtual.

**Upcoming Monitoring Schedule**

May	June	July	August	September	October
D.7 Board Committee Principles <b><i>Kirk</i></b>	D.5 Directors' Code of Conduct <b><i>Alosky</i></b>	D.1 Governing Style <b><i>TBD</i></b>	D.2 Board's Job <b><i>TBD</i></b>	D.3 Agenda Planning <b><i>TBD</i></b>	D.4 Board Meetings <b><i>TBD</i></b>
B.3 Financial Condition & Activities Q1	B.1 Staff Treatment and Compensation	B.7 Customer Service & Value	B.3 Financial Condition & Activities Q2	B.5 Comm/ Couns Bd; B.9 Bd Logist Suppt	B.8 Membership