

**Willimantic Food Co-op  
Meeting of the Board of Directors  
November 5, 2015**

**Attending:** Chris Dubis, Stephanie Golaski, Bryan O'Hara, Kathleen Krider, Matthew Kyer, Alice Rubin, Johnnie Walker.

**Absent:** Joanne Todd

**Others Attending:** Carol Silva, Sue Spak, Leif Rawson-Ahern, Leigh Duffy

**Call to Order:** 6:45 pm

Agenda Item	Resolution
<b>Members Speak Out</b>	
Board Bulletin Board: - Nothing new posted on the board. Members Speak Out: - Leif observing an organizational meeting for a paper	<i>Action:</i> Kathleen will write a newsletter article addressing why Co-op performed survey.
<b>Approve Minutes</b>	
October Board Discussion: Correct Leigh Duffy's name.	<i>Approved</i> (moved: Chris; second: Stephanie)
<b>Old Business</b>	
General Manager Contract - Executive Committee has not yet met.	<i>Action:</i> Kathleen send meeting date options
Professional Development Opportunities - NFCA – Kirk, Patty, John Clark attended. David Thompson from Twin Pines Co-op Fund spoke. Kirk: workshop on expansion planning; detailed info on Twin Pines. Co-ops receive interest, funds are invested in co-ops. - CDS CBLD 1/9/2106 Keene NH – Kathleen recommends the “101” workshop. Chris, Kathleen will go; Matthew may. - CCMA annual meeting in Mass. this year (June). - Co-op Café (in March?)	
Board Meeting Start Time - Occasionally earlier for more member time? Still end by 9. Positive response.	<i>Action:</i> Monthly start time will be 6:30, first 30 minutes available for Member Speak Out.
Annual Meeting Planning Subcommittee - Bryan; Kirk; Leigh Duffy (contact: 860-942-4778; leighduffy@sbcglobal.net)	<i>Actions:</i> Subcommittee schedule meeting; Alice talk to Vulturetown Arts.
Computer System Security Feedback from Gary Greeneberg to Matthew & Bryan re: security of scan cards.	<i>Action:</i> Invite Gary to email feedback to Board.

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<b>New Business</b>	
Email Meeting in December Regular meeting too early in month to determine staff bonuses; but needs to be done before January meeting.	<i>Action:</i> email vote on Monday Dec. 21.
CLiK Update Struggling, not clear how WFC can help. WFC loan may not be recouped. CLiK meeting with granting organization 11/10.	
Member Expansion Subcommittee Patty, Alice, Kathleen & Kirk met re communication plan for expansion. Recommendations: <ul style="list-style-type: none"> <li>- Determine concise message – working group of Board and management members develop – for staff &amp; board to deliver</li> <li>- Member discussion session on expansion at beginning of each Board meeting</li> <li>- Communication committee (primarily of members) to members</li> <li>- Brief survey (at checkout?) to engage members</li> </ul>	<i>Actions:</i> form Member Communication Subcommittee (Chris Dubis, Kirk Begg, Leigh Duffy, Matthew Kyer, Alice Rubin). Add Subcommittee Report section to Board agendae.
Survey Information: moved to Executive Session <ul style="list-style-type: none"> <li>- Desire to discuss what should be in E.C.</li> </ul>	<i>Approved</i> (moved: Stephanie; second: Kirk; abstained: Kathleen)
<b>Board Policy Monitoring Reports</b>	
D.7: Board Committee Principles Discussion: Exec Comm, Policy Governance, By-laws all fall under D.7.	<i>In compliance</i> (moved: Matthew; second: Chris)
<b>General Manager Report</b>	
Q3: Estimate \$7582.00; \$22K over budgeted amount (were expecting a loss). YTD \$103,119.00 (\$43K over budget).	
<b>Store Update</b>	
Sales Sept \$363,905.00; growth 10.5% over last year. YTD \$3.4M, growth 6.88% over last year. Oct \$388,159.00, 9% growth; 7% sales growth YTD. Staffing changes: people moved into desired jobs, new front-line staff, good energy and enthusiasm. Alice working on method for member participation in allocating small donation funds.	<i>Action:</i> Chris proposed sending Sasha's weekly staff updates to Board.  <i>Action:</i> Chris to ask front-end staff if Board meeting at storefront is disruptive; if not, use for future meetings.

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**Executive Session**

Outcome: Board will develop a summary of the survey for the membership and discuss how to distribute it.

Entered 8:15 pm (moved: Stephanie; second: Matthew)  
Exited 9:03 pm (moved: Stephanie; second: Matthew)

**Board Calendar Review**

December: D.8, formal Q3 report.

**Meeting adjourned**

9:05 pm