

**Willimantic Food Co-op  
Meeting of the Board of Directors  
November 3, 2016**

**Directors Attending:** Kirk Begg, Linda Brock, Wendy Jakoboski, Bryan O'Hara, Kathleen Krider, Matthew Kyer, Alice Rubin, Joanne Todd, Johnnie Walker

**Absent:** none

**Others Attending:** Penny Barton-Zukerman, Bruce Oscar, Patty Smith, Jerry Zak (GEI), Carol Kearny, Roxana Mocanu

**Call to Order:** 7:06 pm

Agenda Item	Resolution
<b>Members Speak Out</b>	
Board Bulletin Board: - None Members Speak Out: - None	<i>Action:</i> none
<b>Subcommittee Reports</b>	
Annual Meeting - Bryan and Kirk had an initial meeting to review agenda items for the annual meeting	<i>Action:</i> Bryan and Kirk to set date for annual meeting (sometime in April 2017)
GM Contract - Nothing new to report until January 2017	<i>Action:</i> Joanne and Kathleen will meet to review GM contract
<b>Newsletter</b>	<i>Action:</i> Bryan to submit an article to Alice encouraging members to run for the board
<b>Approve Minutes</b>	
October Board Discussion: None	<i>Approved</i> (moved: Joanne; second: Kirk; abstained: Bryan)
<b>Old Business</b>	
87 Church St - Phase II Environmental Study found soil contamination due to Polycyclic Aromatic Hydrocarbons ( <b>PAHs</b> ) in excess of state guidelines. The seller has 90 days to clean up the contaminated area (until Dec 28). Further testing is needed to establish the extent of the contaminated area; so far, only two sides of the boundary have been successfully established. Any further environmental testing and remediation is the responsibility of the seller. The seller has requested that the Coop pay a non-refundable deposit to cover the cost of the remaining environmental testing and remediation. The seller has verbally agreed to discount this deposit from the sale price. The attorney is to amend the contact with the revised dates as needed.	<i>Action:</i> Alice to send the attorney the estimated cost of cleaning up the property per state guidelines.

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87 Church St (cont'd) <ul style="list-style-type: none"> <li>Some members have expressed concerns regarding the purchase of 87 Church St.</li> <li>Coop members will vote on the purchase of 87 Church St on Sun Nov 6 at 6:30 pm at the Coop. About 450 members have already cast their vote through absentee ballots.</li> </ul>	<i>Action: Linda and Kirk will draft up a written response on behalf of the board, and Alice will let them that a written response is forthcoming</i>
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<b>New Business</b>	
None	<i>Action: none</i>
<b>Board Policy Monitoring Reports</b>	
D.7: Subcommittees Discussion: while we are currently in compliance, we may need to update policy D.7 in the near future; move to Parking Lot	<i>In compliance (moved: Joanne; second: Matthew)</i>
<b>General Manager Reports</b>	
Financial Report <ul style="list-style-type: none"> <li>Financial condition looks good</li> </ul>	
<b>Store Update</b>	
<ul style="list-style-type: none"> <li>Sales: 8% growth in October; over 9% growth ytd</li> <li>Staff changes: 2 staff members transitioning from full-time to part-time</li> </ul>	
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<b>Executive Session</b>	None
<b>Parking Lot</b>	
<ul style="list-style-type: none"> <li>Policy D.7 may need updating</li> </ul>	
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<b>Meeting adjourned</b>	9:00pm