

**Willimantic Food Co-op
Meeting of the Board of Directors
July 2, 2020**

Directors Attending: Kathleen Krider, Alice Rubin, Natasha Sheer, Sarah Accorsi, Joanne Todd, Linda Brock, Stefan Kamola, Nancy McMerriman, Charlotte Ross (by phone)

Absent: none

Others Attending: Roxana Mocanu (scribe), Patty Smith

Call to Order: 7:12 pm

Agenda Item	Resolution
Members Speak Out	
Staff members have expressed that they do not know who the members of the Board are.	<i>Action: all Board members to email a "selfie" to Nancy. Nancy to post pictures in the store of all the Board members.</i>
Consent Agenda	
<ul style="list-style-type: none"> • Approving the June Board Meeting minutes: <ul style="list-style-type: none"> ◦ addition to the minutes: add a statement to the June, May, and April minutes to specify that these meetings were conducted on Zoom. ◦ GM Monitoring report: <ul style="list-style-type: none"> • B.7: Customer Service - this report was unavailable at the time of the meeting ◦ BOD monitoring reports: <ul style="list-style-type: none"> • D.1: Governing Style - resubmitted by Charlotte (most Board members did not see this report prior to the meeting - approval has been postponed to the August meeting) • D.2: The Board's Job - submitted by Stefan • Subcommittee Reports: <ul style="list-style-type: none"> ◦ <i>Expansion:</i> no update at this time ◦ <i>Bylaws & Policy revisions:</i> no update at this time ◦ <i>Member-Owner Recruitment and Engagement:</i> Stefan submitted the minutes from the subcommittee's June 9 meeting: <ul style="list-style-type: none"> • "This meeting was called to discuss options for holding our annual meeting this year, given the challenges of Covid-19. Three major and inter-related variables were identified that bear on this discussion: venue, date, and mode(s) of information distribution." • "We recommend that the WFC annual meeting be held on a Sunday in late August, with August 23 as the preferred date, at the pavilion across Jackson Street from Jillson Square. The meeting should be advertised aggressively to member-owners through all appropriate media, and ballot drop-off at the coop should be facilitated for those who are 	<p><i>Motion to approve the entire consent agenda as written (motion: Joanne, second: Kathleen). Motion was withdrawn by Joanne.</i></p> <p><i>Motion to remove the BOD monitoring reports D.1 and B.7 from the consent agenda and approve the remaining items (motion: Linda, second: Kathleen). Motion approved.</i></p>

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<p>not comfortable entering the building. We recommend that staff be allowed to collect ballots from members who pick up orders curbside or who otherwise come by the coop but do not want to enter. State regulations around reopening from the covid-19 shutdown should be checked to make sure that food and drink distribution is compliant - participants may need to bring much or all of their own food. We recommend that the Board consider including an agenda item around the WFC's role in working towards social justice and anti-racist policies." <i>(note: please see the "Old Business" section below for more discussion of the Annual Meeting plans.)</i></p> <ul style="list-style-type: none"> ◦ <i>Board Perpetuation</i>: no update at this time ◦ <i>Reincorporation</i>: no update at this time ◦ <i>NextCloud</i>: no update at this time 	
New Business	
<ul style="list-style-type: none"> • Member Survey results: Update from Linda: <ul style="list-style-type: none"> ◦ Linda compiled and summarized the survey data. The complete data set and the results of the data analysis were sent to all Board members by email on June 6. ◦ majority of responses were positive: over 80% responded with "agree" or "strongly agree" to "I am satisfied with my experience using ordering and curbside delivery" ◦ The response to the "Reopening strategies" question showed strong support for requiring masks and "metered shopping" (limiting the number of shoppers in the store at any given time). Respondents were not in favor of shopping by appointment and "business as usual (no restrictions)". ◦ Many comments were collected. The comments in response to the question: "What are one or two of the most important things about the Co-op to you?" provide valuable input to the Board and Management (this question is not specific to the current COVID situation). • Columinate Webinars: <ul style="list-style-type: none"> ◦ "Policy Governance", July 15, 8 PM EST ◦ "So you want to serve on the Co-op's Board", July 18 at 1 pm EST <ul style="list-style-type: none"> • open to all members • may be of interest to any member-owner considering joining the Board 	<p><i>Action: none</i></p>
Old Business	

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<ul style="list-style-type: none"> • Annual Meeting: <ul style="list-style-type: none"> ◦ tentative date: Sunday Sept 20 at noon ◦ tentative venue: Jillson Square - Shaboo stage ◦ optional picnic (each person brings their own food & drinks) ◦ include an agenda item on anti-racist policies and social justice <p>CCMA online conference: June 8th through 12th</p> <ul style="list-style-type: none"> ◦ several Board members attended <ul style="list-style-type: none"> • Board's Fall Retreat: <ul style="list-style-type: none"> ◦ This year, Todd Wallace, our Columinate facilitator, will attend virtually, while Board members will gather in person, socially distanced, outdoors. 	<p><i>Action: Sarah</i> to email Alice the tentative date for the Annual Meeting (Sun Sept 20 at noon)</p> <p><i>Action: Natasha</i> to send the link to the CCMA conference materials to all Board members</p> <p><i>Action: Linda</i> to upload the CCMA conference materials to the shared Cloud drive</p>
<p>Store Update</p> <ul style="list-style-type: none"> • Sales: <ul style="list-style-type: none"> ◦ June 2020: -22% relative to June 2019 ◦ year-to-date: -8.13% (relative to 2019) • inventory has been completed • the Co-op is doing well due to the strong staff and stable financial base • PPT loan may offset the losses for the year • the store has been gradually getting busier since its reopening • limited number of shoppers allowed in the store at any given time - there is a line outside the store sometimes, but typically no more than a 5 min wait • the situation is constantly changing • filling about 20 orders/day curbside (down from about 60 orders/day while the store was closed) • currently still paying hazard pay (2\$/hr) • some changes in staff • currently limited to using only 2 of the 4 registers due to social distancing requirements • staff needs to gain consensus on how to react/handle customers who refuse to wear a mask (unrelated to a medical condition). • Working members are back • Alice will publish an announcement on bulk preorders • WFC received a USDA grant enabling us to procure food from local farms and donate 20 boxes of food each week to the Covenant Soup Kitchen 	<p><i>Action: none</i></p>
<p>Board Calendar Review</p> <ul style="list-style-type: none"> • Kathleen to ask Todd to reschedule the monthly call 	<p><i>Action: Kathleen</i> to send Alice a reminder two weeks prior to the GM report to the Board</p>
<p>Executive Session</p>	<p>None</p>
<p>Meeting adjourned at 9:02 pm</p>	<p><i>Motion to adjourn (move: Sarah, second: Joanne).</i> <i>Motion approved.</i></p>