

**Willimantic Food Co-op
Meeting of the Board of Directors
September 3, 2020**

Directors Attending: Sarah Accorsi, Linda Brock, Stefan Kamola, Kathleen Krider, Nancy McMerriman, Alice Rubin, Joanne Todd

Absent: Charlotte Ross, Natasha Sheer

Others Attending: Patty Smith

Call to Order: 7:09 pm

Agenda Item	Resolution
Members Speak Out	
Board Bulletin Board: - Bulletin board currently out of commission Members Speak Out: - None	<i>Action: none</i>
Consent Agenda	
<ul style="list-style-type: none"> - July Minutes (correction: Patty Smith was in attendance) - Monitoring Reports: <ul style="list-style-type: none"> • D.1 Governing Style (as amended from July; & correct reference to “annual <i>meeting</i> minutes,” to “annual <i>retreat</i>”) • D.3 Agenda Planning (from August, amended) – removed. • D.4 Board Meetings • B.7 Customer Service and Value • B.8 Membership - Board Perpetuation, Bylaws & Policy, Expansion, Member Engagement, NextCloud Strategy, Reincorporation Committees: no updates. 	<i>Action: approved amendment of consent agenda to remove D.3 (not available in time): motion, Linda; second, Stefan.</i> <i>Action: approved amended consent agenda: motion, Kathleen; second, Stefan.</i>
New Business	
NFCA Member Engagement Workshop Sept 11, 10am-12:30pm - Several people are signed up. Will be foundation for Board Retreat topic. - Directors will be invited to participate in the following Member Engagement Committee meeting.	<i>Action: Stefan to contact Member Engagement Committee members Julie Giannelli & Kristine Fletcher to suggest attending.</i>
Resignation – Charlotte Ross (agenda addition) - The Board thanked Charlotte for her service and expressed hope for her continued involvement as a valued member volunteer. - Discussed history of having producer-directors; while not a deliberate strategy, have had several and is felt to provide valued insight.	<i>Action: Charlotte Ross’s resignation accepted: motion, Joanne; second, Linda.</i>
Old Business	
Annual Meeting - Target date revised to Tuesday, October 27. - Format: virtual meeting, potentially some content pre-recorded. City representatives did not respond to requests to use Shaboo Stage as a venue, and restrictions on size of public gatherings are still in effect. - Probably three people managing process: “public” moderator, technical help for attendees, and monitor of chat. - Director vote: carry out via paper balloting in advance, announce result during meeting. (Slate: Sarah Accorsi;	<i>Action: Patty to continue researching virtual platform options; possibly involve sharing with another Co-op (NEFCU? NFCA?)</i> <i>Action: Joanne, Linda and Sarah form committee to work out meeting plan. Kathleen draft an agenda, send</i>

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<p>Kathleen Krider; approval of Natasha Sheer's appointment.) Open seat due to Charlotte's resignation.</p> <ul style="list-style-type: none"> - Other agenda items (not finalized): report on condition of Co-op; break-out room discussions of key questions, possibly on member engagement/involvement; opportunity for board recruitment. 	<p>to directors by Monday 9/7. Alice see to notice of meeting and provision of ballots.</p>
<p>Board Retreat</p> <ul style="list-style-type: none"> - Target date Sunday, October 18. Tentative schedule: virtual moderated work 10-noon from home; gather at Access Agency for lunch & group work with "hard start" at 1:00pm, until 3 or 3:30. - Mix of virtual with facilitation by Todd Wallace and in-person follow-up work at Access Agency. - Topic: Member Engagement, approached from a strategic perspective as a "trial run" to build strategic planning skills and understanding. - Discussed desirability of moving forward with strategic planning work, but agreed not enough time with this format to make it a primary focus. Consider planning additional mini-retreats later in year. 	<p><i>Action:</i> Kathleen confirm Todd's availability for virtual facilitation 10am-noon on 10/18.</p>
<p>Store Update</p> <ul style="list-style-type: none"> - Sales for August down about 10% c.f. last year; YTD down about 7.5%. Bulk and produce down ~9%, supplements ~11%. Fresh meat increased, frozen meat up ~ 31.5%. Seeing about 10 curbside orders/day. Last 2 Saturdays back up to ~\$20K in sales. - Re-expanded store hours to 9am-7pm. - Safety: occasionally someone makes an issue of wearing a mask; upsetting to other shoppers. Curbside fee is waived if someone has a dr. order stating mask wearing is a health risk. If others are not compliant, police are called. - Contracting for Webcart service for online shopping in case another closure is necessary; lack of pricing information on website makes Co-op shopping highly inequitable. Not intended as a day-to-day option as typically runs at a loss throughout the industry. - Interviews are being conducted for a replacement for Penny Barton-Zuckerman as Financial Manager, as she is retiring. 	<p><i>Action:</i> approved a resolution supporting management decisions regarding mask requirements and other safety measures to protect customers and employees. (motion: Stefan; second: Sarah)</p>
<p>Executive Session</p>	<p>None</p>
<p>Parking Lot</p>	<p>None</p>
<p>Meeting adjourned</p>	<p>9:09pm</p>