Willimantic Food Co-op
Board of Directors Meeting Agenda
July 10, 2025 7:00-9:00 PM
WorkMode Office Space, 109 Valley St Suite B, Willimantic

Directors attending: Matthew Coolbeth, Hannah Moore, Kathe Gable-Lemieux, Peter Kirk, Tomasyn Goode, Stephanie White, Patty Smith
Absent: Brock Alosky, Katherine Gavin
Others attending: James Cashmore-Everton

Call to Order – 7:03pm

Board Check-in (Gavin); next month – Hannah Moore

Minutes & Reports

- Minutes of May Board Meeting
  - Correction to details of member benefit discussion.

  Action: Approve minutes of May meeting with suggested amendments. (Motion: Moore; Second: Gable; Abstained: White & Goode. Motion approved by all others.)

- Minutes of June Board Meeting

  Action: Approve minutes of June meeting as written. (Motion: White; Second: Goode. Motion unanimously approved.)

- June DEIB Committee Report (Goode & White)
  - Focusing on definition of terms, engaging consultant
  - Invite staff & members to committee after developing strategy/vision
  - Take inspiration from similar orgs
  - Differences in goals in store vs. on board
  - Grounded in practical goals – commitment to being a neighborhood grocery store, cooperative business model itself (emphasis on equity), desire to build & maintain trust among members/stakeholders

    Action: Approve DEIB Committee report as is. (Motion: Coolbeth; Second: Goode. Motion unanimously approved.)

Monitoring Reports

- Board Monitoring Report D.1 Governing Style (Coolbeth)

  Action: Approve D.1 monitoring report as substantially compliant. (Motion: Moore; Second: Smith.)

  - Discussion of wording on D.1.3 & D.1.5
    - D.1.5 ambiguity – explicitly encouraging diverse viewpoints vs. encouraging sharing when a director has a differing viewpoint
      - Regardless of Board culture/group dynamic, directors should feel comfortable sharing differing opinions

      - Current wording puts onus on individual; Board should work to make people feel comfortable sharing differing opinions
    - Send D.1.3 to policy & bylaws committee for clarification on meaning of "maintain group authority"

    (Motion unanimously approved.)

- GM Monitoring Report: B.1 Staff Treatment & Compensation (Smith)

  Action: Approve B.1 monitoring report as compliant. (Motion: Gable; Second: Coolbeth; Abstained: Smith)

  - Fully compliant & improvement from last compliance survey
  - Formally responding to staff based on survey responses this year, addressing overall/repeated themes in responses
  - HR & management projects underway – updating policy manual & job descriptions, additional opportunities for staff development, systematic safety training

    (Motion approved by all others.)

Old Business

- Business Development History - Recap & Follow-up (Smith)

  - Several possible avenues for expansion

- What is the role of a Staff Director? - Discussion (Smith & Gable)

  - Consulted with Columinate to define role & create roadmap for future staff directors
    - Improved communication about store events & member outreach/Board perpetuation opportunities

Store Report

- Sales at around 10% growth – holding strong despite UNFI disruption
- Upcoming events – Garden Party

New Business

- Discussion on the Status & Future of Member Benefits (Smith)

  - Never reinstated 10% non-member surcharge post COVID era suspension
  - Incentivize new members to join, redistribute profits to members sustainably
  - Ensure updates:
    - Adhere to co-op mission – equity, concern for community, etc
    - Are financially sustainable
    - Comply with existing policies, bylaws, & practices
    - Are socially/culturally sensitive – take into account expectations of current members, not alienate people
  - 2-3 year process – ongoing conversation

Adjourn 9:03