

**BOARD MEETING MINUTES**  
**FEATHER RIVER FOODS CO-OP BOARD OF DIRECTORS**  
**REGULAR MEETING: October 17, 2022**  
**DRAFT**

**Time:** 5:06 pm – meeting called to order by Gia

**Location:** Combination in-person at white house in Quincy and on Google Meet

**Board members present:** Aubrey Pickerell (Meet), Melissa Lopez, Gia Martynn, Scott Stirling, Leslie Wehrman, Wayne Cartwright

**Board members absent:** Dana Krinsky

**Minutes taken by:** Andrea Glain

**Staff present:** none

**Welcome guests:** Nance Reed (Meet)

- Open Forum/Announcements: N/A

**Agenda for October 17, 2022, Review & Approve:**

- *Leslie moved to approve. Wayne seconded. Agenda approved.*

**Minutes of September 19, 2022, Review & Approve:**

- *Scott moved to approve. Leslie seconded. Minutes approved as edited. Correction – Aubrey by Zoom.*

**Board Education:**

- **Board Education:** Leslie Werhman
  - **Hand-outs** – Cost Comparison
  - Leslie visited Feather River College during student orientation – students were unaware of FRFC location or believed it would be too expensive.
  - Leslie completed an informal cost comparison with Leonard’s Market in Portola – only had one comparable product of five. Chips, bread and greens were higher at Leonard’s; milk was same, butter was lower. Marcie – FRFC tries to keep prices the same as other stores for basics.
  - Leslie pointed out “true cost” of traditional vs organic products – pesticides, health, sustainability, etc; organics can be less expensive in short-term as well as long run.
  - How to reach more people/students – CalFresh grant for college students a possibility.
  - Further consideration – brochures for FRC students, FRFC closest grocery to FRC. Marcie – we are conducting “secret shopper” to compare prices at other stores in area. Quincy has more competitors than Portola; SavMor and Grocery Outlet buy pallets-full to get bulk pricing.
  
- **Board Education Schedule:**  
November – Scott                      December – no mtg

**Reports:**

**Manager’s Reports:**

- **Monthly Report (September) –**  
Sales 5% increase over prior year, 4.3% decrease from previous month.
  - Quincy up 1.5% over prior year, decrease 4.9%.
  - Portola 14.6 increase from previous year.Donations via Round Up Program: \$969 to Plumas Arts  
Portola - sales exceeding history; increase in shoppers, city growing faster than Quincy. Fewer

% of members at store possibly due to more seasonal/2<sup>nd</sup>-home owners. Get more members. Quincy – decrease in shoppers. City not growing at same rate as Portola, not much housing available.

- Trainings in Sept – NCG in Minneapolis
  - All stores still experiencing issues with supply chain, higher costs of labor and goods.
  - Particularly in California – mandated Covid sick-pay, plus costs to re-hire or sub to cover the position. Employee may also stay home and receive covid-pay if family member gets covid.
  - FRFC receiving Covid reimbursement – grant up to \$50,000; this won't cover all expenses.
  - No questions on September report.

#### **Policy B6: Staff Treatment and Compensation** – in compliance

The report was discussed, and all areas are in compliance.

- Marcie mentioned that going forward, the staff survey will be used to compare to previous years to see increase and decrease in areas. Will be helpful for comparison data.

*Gia moved to approve GM reports. Scott seconded. Motion carried.*

#### **Old Business:**

- **Staff Appreciation/Holiday Party:** instead of gifts, giving donation towards party. Dec 17<sup>th</sup> – caterer (Pangaea), approximate cost \$1600 (venue, food), \$2000 total. FRFC may use some of credit card cash-back. Proposed donation \$500.
  - Gia moved to approve, Wayne seconded. Approved.
- **Breakfast with the Board:** This has been done on a Saturday in November in the past at East Chamber building in Graeagle; recommended for Jan, check with East Plumas Chamber of Commerce for availability; Aubrey will send out Doodle Poll to see when board members are available.
- **CAD:** Leslie had feedback from member in Portola –
  - Demographics in Portola are higher in Latino - can we have Spanish speaker/signs/day at store?
  - Make tortillas
  - CAD sign was hung inside of store; hang outside next year. Quincy's will be on Oct 31<sup>st</sup>.
- **Membership Message:** Leslie wrote message – it was very well received by members.

#### **New Business:**

- **Accountant letter:** higher costs, debt ratio affect loan agreement; keep an eye on. Peak in June rather than July, now beginning decline. Portola – holding steady.
- **Board recruitment for 2023 election:** President and Secretary will not run again. If VP becomes Pres, will need new VP. Saturday activities are a concern for possible candidates.
  - Scott: scheduling meeting this week to update BOD handbook; Declaration of Interest updated last year. No board 15% discount; is now stipend.

#### **Committee Reports:**

- **Board Development:** Nothing to report. Next meeting 10/20/2022 at 5pm.
- **Membership:** Met on Sept 28<sup>th</sup> to discuss event details, no future meeting set.
- **Finance:** No Oct meeting; next meeting to be Nov 7, 5:30 pm., will discuss bank accounts. Possible meeting in Dec to review.
- **Policy:** Nothing to report.

- **Executive:** Nothing to report. Set meeting date for Nov 1, 5:00 pm.

**Closings:**

- **Review Decisions, Tasks, Assignments:**
  - Board Ed: November – Scott
  - Membership message – Gia will work on one.
  - Staff Appreciation – Board agreed to donate funds toward event.
  - Breakfast with the Board – Aubrey will send Doodle Poll for dates.
- **Review Board Calendar:** B9 Report, Breakfast with Board planning, GM review, Board evaluation
- **Next BOD Meeting:** November 21, 2022 at white house in Quincy and via Meet
- **Summary for Employee Memo:** Gia to submit to Marcie.

**Adjourn Meeting:**

- *Gia motioned to adjourn the meeting. Wayne seconded. Motion approved. The meeting was adjourned at 7:10 pm.*

**Closed Session:** None

*Note: The Board Support makes approved changes to the prior meeting's minutes and forwards the final version to the board secretary and the board president. The secretary posts the final minutes in the board Drive, and the Board Support person posts in the store and on the FRFC web site.*