

MINUTES
FEATHER RIVER FOODS CO-OP BOARD OF DIRECTORS
REGULAR MEETING

July 24th, 2023

Approved at September 18, 2023 Board meeting

Time: 5:04 pm Meeting called to order by Clare Churchill

Location: 248 Main St., Quincy, CA and remote via Google Meet

Board members present: Dana Krinsky, Ian Schrammel, Clare Churchill, Scott Stirling, Melissa Lopez, Leslie Wehrman,

Board members absent: Wayne Cartwright

Minutes taken by: Marcie Wilde

Also present: none

Welcome guests: none

Open Forum/Announcements: none

Approval of July 24th, 2023 Agenda:

Dana motioned to approve; Ian seconded. Agenda approved with minor changes.

Approval of June 26th, 2023 Minutes:

Ian motioned to approve; Clare seconded. Minutes were approved.

Board Education:

Ian Schrammel presented and discussed the topic of Google Drive and using the drive to store board meeting packet materials. He showed a brief overview of this process, and also created a handout to share the process. He noted that Marcie already used this process for the July board meeting packet information.

Upcoming board education: September – Scott Stirling

Board Ed 2023 lineup

September – Scott Stirling

Manager's Report:

The general manager's FYI report for June 2023 was presented and discussed.

1st Quarter Report:

The general manager's 1st quarter (January - March) financial report was presented and discussed. The board accepted the report.

Areas of noncompliance:

- Margin Minus Labor: 12.8 while median co-ops came in at 17.3. Correction plan included using NCG pricing increases weekly to ensure accurate pricing, audit the quarter 2 inventory counts, and address areas of margin erosion once the quarter 2 inventory counts are received.
- Sales per Labor Hour: 73.8 when compared to median co-ops at 103.2. Correction plan includes: decreasing labor in quarter 2 by at least 2% when compared to quarter 2 2022 and increase sales by promoting our new distributor Tahoe Food Hub.
- Inventory Turnover: 9.1, median co-op is 10.9. Correction plan includes auditing inventory counts for quarter 2 and fully train the new grocery manager in Portola.
- EBITDA: -6.5 while the median co-op came in at -2.6. Correction plan includes analyzing each department for margin erosion, address ways to save on utility costs, and continue to work on decreasing labor.
- Net Income as % of Sales: -6.7%, median co-op is -4.4%. Correction plan includes ensuring pricing increases are being kept up with, decrease labor, and ensure accurate inventory count during quarter 2.
- Equity Growth: -0.2, median co-op -0.1. Correction plan includes decreasing expenses, labor and increasing sales. This was a comparison from the same period in the previous year, which was when we saw forgiveness of the PPP loan. This might be underinflated due to that comparison.

A Ends – Part B Monitoring Report:

The general manager reported on the A Ends Part B monitoring report.

Area of noncompliance:

- Ends 1.6 – We were not able to make upgrades that were beneficial to the membership due to the prior year negative net income. We continue to patch issues that arise due to the loss from 2022. Correction plan: work to increase net income to allow for upgrades to occur in the future.

Old Business:

- **Annual Meeting Recap:**
 - Leslie talked about the annual meeting and commented on how it went really well. It doubled in attendance when compared to 2022. There were lots of volunteers. The presentations went very well. We adhered to the schedule well. Trivia was very fun. Got the tried-and-true folks that always attend. They were engaging. It was fun to give recognition awards. Meeting set for

August 14th at 5:00 to review annual meeting. Would like to talk about making it better, and ensuring we are meeting the membership's needs.

- **Board Retreat Plan Update:**

- Scott spoke about the board retreat plans. We will first meet with Ben Sandel in the morning, go to Rugged Roots Farm, visit Riley's Jerky, go to Barn Swallow Farms and have lunch at the Genessee store. We have not heard back from Genessee Ranch to visit this farm. Retreat set for September 16th.

- **Membership Message/Patronage Letter**

- Wayne and Scott submitted the letter and it was sent out. Marcie talked about the cost - \$658.00 to send the letter by mail. There were talks about ways to move to digital and combining addresses of double membership households.

- **Board Recruitment**

- Wayne not here to speak on this – Scott and Clare spoke about some people that might be interested.

- **Investment Options**

- Scott brought forward the Edward Jones option – Marcie will look into it. No decision made.

- **Board Meeting File System**

- Ian shared in the board education piece about the new filing system in his board education.

New Business:

- **CCMA Conference Recap**

- Scott shared his experience at CCMA. He attended a board president round table. He really appreciated his tour to BriarPatch in Auburn and learning about their definition of “local”.

- **D – Global Governance Policies D1-D5**

- Tabling to Sept.

- **Board Self-Assessment Survey**

- Tabling to Sept.

Committee Reports:

- **Board Development:**

- Tabling to Sept

- **Membership:**

- Have not met, next meeting August 14th.

- **Finance:**
 - Met on June 12th, Next meeting August 9th.
- **Policy:**
 - Have not met, will be meeting quarterly – nothing to discuss. No meeting planned yet.
- **Executive:**
 - Met on July 12th at 5:00pm, No meeting planned.

Closing:

Board Member Check In

Scott is in Alabama and saw alligators!!

Review Decisions, Tasks, Assignments:

Marcie will check in with Edward Jones

Scott will recap meeting with Marcie

GM Monitoring report

Board Ed – Scott in Sept

Review Board Calendar: Board Retreat on September 16th.

Next BOD Meeting: Next Board Meeting Sept 18th

Summary for Employee Memo: Scott Stirling

Adjourn Meeting:

Dana motioned to adjourn the meeting; Ian seconded. The meeting was adjourned at 6:32pm.

Closed Session:

No closed session needed this month.