

BOARD MEETING MINUTES
FEATHER RIVER FOODS CO-OP BOARD OF DIRECTORS
REGULAR MEETING: October 22, 2024
Approved At November 19 Meeting

Time: 5:09 pm – meeting called to order by Ian

Location: White house and Google Meet

Board members present: Wayne Cartwright, Melissa Lopez, Ian Schrammel, Tim Jones, Clare Churchill, Mimi Hall, Kate Rahmeyer

Board members absent: None

Board Facilitator: Tim Jones

Board Educator: Ian Schrammel

Minutes taken by: Ross MacNeil

Staff present: Marcie Wilde, Ross MacNeil

Welcome guests: None

Agenda for October 22, 2024, Review & Approve:

- *Melissa moved to approve. Ian seconded. Agenda approved with changes.*

Minutes of September 24, 2024, Review & Approve:

- *Melissa moved to approve. Clare seconded. Minutes approved.*

Board Education:

- Ian summarized this article:
<https://columinate.coop/making-smarter-strategic-decisions-through-board-engagement-with-owners/>.
- This article talked about making strategic decisions through board engagement with owners.
- Idea: To ask our membership about withholding patronage dividends to pay for upgrades at our stores (ie pergola, etc.).
 - This would be a great way to include our members in decision making.
 - If everyone invested their dividends into a co-op project, we'd be able to fund significant upgrades.
- Possibility of putting an internal project on Round Up at the Register: October (Co-op month).

Reports:

Manager's Reports

- **FYI GM September Report**
 - September saw a small increase in sales from the year before.
 - Quincy saw a decline in sales of 1.7%.
 - Closed 2 days in September due to fridge installations.
 - Produce department has increased sales due to new fridges (less spoilage).
 - Portola saw an increase of 7.9%.
 - New shelves in Portola.

- Hired new manager in Portola: Korin Cameron.
- Theo Harvey is the new front end manager in Quincy.
- **B6 Staff Report**
 - We are out of compliance from sub-policy B6.7.
 - We cannot pay a competitive wage.
 - Our competitors pay employees more than we can.
 - Exit interviews have shown that our employees are leaving for higher wages.
 - Marcie will dive more into the budget to see how increasing the wage would affect business.
 - Staff survey:
 - Rated lower on pay and benefits than last year.
 - Next year, staff survey questions about board representation are to be modified because the board is not supposed to represent the staff, but instead the membership.

Wayne motioned to approve B6 Staff Report. Melissa seconded. Motion carried.

- **B1 - Q2**
 - Compared to last year, we are reporting more compliance.
 - Part of the reason why labor was down in Q2 is because we didn't have managers staffed in Portola or Quincy.
 - Areas on noncompliance:
 - Sales growth
 - Equity growth

Clare motioned to approve B1 - Q1. Ian seconded. Motion carried.

Old Business:

- **Review Proposed Committee Charter**
 - Committee charters have been reviewed and are completed.

New Business:

- **Review Breakfast with BOD Plan (for 12/7)**
 - We are partnering with Dragonfly - we are their first catering event.
 - People should show up at 9am.
 - Content: WIC.
- **CAD Survey Discussion**
 - Ian went over what survey questions that will be asked to members on CAD.
 - Ross to imbed survey into online receipts - will be talked about at next Membership Committee meeting.
 - All board members understand their responsibilities on CAD.
 - Schedule sent to all board members.
- **Board Monitoring Calendar**
 - Marcie is seeking approval for new calendar changes, which includes new reporting dates.

Melissa proposed changing the monitoring calendar effective January, 2025. Ian seconded. Change approved.

- **New BOD meeting date? Change from November 26?**
 - Meeting moved to November 19th.
- **Board Retreat**
 - Visiting Sierra Valley Yaks in Calpine, CA for a tour.
 - Meeting at the White House at 3pm for anyone who wants to carpool.
 - 5pm: Go to brewing lair to discuss bylaws and SWOT analysis.
 - Going to Sierra Smoke Show for dinner.

Committee Reports:

- **Board Development:**
 - Wayne reviewed names for possible new board members.
- **Membership:**
 - Met to talk about CAD, Breakfast With The Board.
- **Finance:**
 - Has not met since the last BOD meeting. Next meeting on November 18th.
- **Policy:**
 - Last met in August.
 - Ross and Clare met in October to edit documents.
 - Ross to make edits on the Board Election Handbook coinciding with Section 4.2 of the bylaws.
 - Next meeting is November 14th.
- **Executive:**
 - Discussed and planned board retreat.
- **Farmers Market:**
 - Having our next meeting tomorrow, 10/23.
 - Had a meeting with Plumas Arts, who will now be a part of the Farmers Market Committee. They will take care of booking musical acts. They will also run an arts and crafts booth, the only arts and crafts booth at the market.
 - Ross and Emma Talamantes from Rugged Roots Farm will go on a trip to Reno this coming weekend to take notes, find vendors, etc.

Closings:

- **Board Member Check In:**
 - N/A.
- **Review Decisions, Tasks, Assignments:**
 - Mimi and Melissa will get together for
 - Melissa to be next month's facilitator.
 - Agenda items for next month: Facilitation.
 - Board retreat this Friday. Meet at White House at 3pm.
 - Topics for new Scoop articles:
 - Announcement about Mimi written by Melissa.
 - Michelle to write a Scoop article about WIC – Marcie to follow up with her.

- Upset customers commenting on us purchasing new equipment while they aren't getting patronage. But, we received a grant. Writing a Scoop article about this topic might be a good idea. Kate to write this.
- **Review Board Calendar:**
 - Calendar was reviewed.
- **Next BOD Meeting:** November 19th, 2024.
- **Summary for Employee Memo:** Melissa.

Adjourn Meeting:

Ian motioned to adjourn the meeting. Wayne seconded. Motion approved. The meeting was adjourned at 6:42 pm.

Closed Session: N/A.

Note: The Outreach Coordinator makes approved changes to the prior meeting's minutes and forwards the final version to the board secretary and the board president. The Outreach Coordinator posts the final minutes in the board Google Drive folder, and the Outreach Coordinator posts in the store and on the FRFC website.