

BOARD MEETING MINUTES
FEATHER RIVER FOODS CO-OP BOARD OF DIRECTORS
REGULAR MEETING: October 27, 2025
Approved at November Meeting

Time: 5:00 pm – Meeting called to order by Ian

Location: White house and Google Meet

Board members present: Clare Churchill, Ian Schrammel, Emma Talamantes, Marissa Rudder, Tim Jones, Kate Rahmeyer

Board members absent: None

Board Facilitator: Ian Schrammel

Board Educator: Tim Jones

Minutes taken by: Ross MacNeil

Staff present: Marcie Wilde, Ross MacNeil

Welcome guests: Nance Reed, Bill Battagin, Jen McCallum

Agenda for October 27, 2025, Review & Approve:

- *Tim moved to approve. Emma seconded. Agenda approved.*

Minutes of September 22, 2025, Review & Approve:

- *Marissa moved to approve. Tim seconded. Minutes approved with changes.*

Solar Panel Update (Bill Battagin):

- 18 new panels have replaced 30 18-year-old panels.
- New panels are producing much more energy than the aging panels.
- New panels will probably average out to about 70 kWh per day: About \$12,000 per year in savings.

Board Education (Tim):

- Conversation about how the government shutdown is affecting organics.
- The NOC (National Organic Coalition) testifies for issues regarding organic agriculture in Washington DC.
- The shutdown has halted verification, investigations of complaints, and other important internal jobs of organic certification.
- Many USDA offices will remain closed until the government shutdown is over.
- The NOC is making the argument that NOP (National Organic Program) workers are essential and that they should remain working during the shutdown.

Reports:

- Manager's Monthly Report September
 - Double digit growth in sales at both stores.
 - \$1,000 for round up donated to local organizations.
 - Conducted staff survey – staff were more engaged this round.
 - Dairy pallet showed up to the Quincy store warm – had to throw out most of the shipment. Lost dairy for four days. Received refund.
 - Hired two new positions:

- Maintenance/Courier position. He has contracting experience and has been working to make the Quincy store look better.
 - Hired a demo person in Quincy (sampling new products, etc.). She is also a cashier.
- Marcie attended NCG convention for General Managers. She learned that there are a lot of new General Managers in the industry right now. GM turnover is significant.
- Aiming to reset Quincy. Had a professional drop in during September to give advice on resetting. Will be implementing changes throughout the winter.
- B6 - Staff Treatment
 - Purpose of this report is to make sure that the GM is fairly compensating staff, the GM is not overcompensating themselves, and that staff has access to job descriptions, policies, etc.
 - The co-op is technically paying better than what the industry considers a “living wage”. That isn’t to say that management shouldn’t increase wage and payscale whenever possible.
 - Overall rating on staff survey was 4/5.

Emma motioned to approve B6 Report. Tim seconded. Report approved.

Old Business:

- Review CAD Survey Results
 - Tabled until November meeting.
- Building Acquisition Update
 - Considering to move kitchen and possibly offices to new off-site space across the street from the co-op.
 - This would double our kitchen capacity.
 - Promised current owner that we would purchase building.
 - Marcie received some valuable feedback:
 - If we purchase new kitchen space, we will need more staff (HR, etc.). As such, we will need more office space, so we should consider keeping the current administration building.
 - New roof on current admin building would be around \$20,000 next year.
 - Half of current admin building could be rented.
 - Marcie to make a spreadsheet for November meeting regarding the feasibility of this project. Final decision will be made at November meeting.
- Van Share Update
 - Entered into van sharing agreement with Lost Sierra Food Project. Refrigerated van has been purchased. Van will be stored at the co-op for now.
- Review Remaining Charter
 - Tim provided updates on the Finance Committee charter.
 - Ross provided updates to the Farmers Market Committee charter and confirmed that the committee is an official committee.
 - Clare provided updates to the Board Development Committee charter.

New Business:

- Review Bylaws
 - Two changes:
 - Section 3.9: Ian proposed changing the timeframe to one month in advance instead of four months.
 - Section 4.7: Board recommends amending to be more accurate, since we now have indemnification insurance.

Ian moved to approve Section 3.9 bylaw change. Marissa seconded. Change approved.

Ian moved to approve Section 4.7 bylaw change. Kate seconded. Change approved.

- Shared Board Google Calendar Overview
 - Ian specified how he organized the new board Google Calendar.
 - To put something in the board calendar, board members can add board@featherriver.coop into the calendar invite and the event will be put into the calendar.
- New Board Member
 - Kim Kraul stepped down from being a board member.
 - Bylaws designate the board with the power to appoint a board member.

Ian moved to seat Jen McCallum at the November Board Meeting. Kate seconded. Jen McCallum will be seated at the November Board Meeting.

Committee Reports:

- Board Development
 - Clare reported on last month's meeting.
 - There have been regular follow-ups with potential candidates.
 - Ross released a press release to Plumas Sun.
- Membership
 - Not doing Breakfast With The Board this year.
 - Getting surveys ready to send to Ross so that they can be inputted into the Google Form.
- Finance
 - Tim wrote minutes and placed them in the Drive.
 - Reviewed a few details about the drafts of next year's budgets.
 - Bread oven has been fixed and will not need to be replaced.
- Policy
 - Has a meeting coming up.
- Executive
 - Discussed kick-off of Marcie's review. Will continue discussion.
- Farmers Market
 - Nothing to report. Meeting early December. Ross to send meeting date to Ian.

Closings:

- **Board Member Check In:**
 - N/A.

- **Review Decisions, Tasks, Assignments:**
 - Reviewed and approved reports.
 - Appointed new board member.
 - Updates to committee charters, bylaws, etc.
- **Review Board Calendar:**
 - Calendar was reviewed.
- **Next BOD Meeting:** November 24th, 2025, at 5pm.
- **Summary for Employee Memo:** Ian Schrammel.

Adjourn Meeting:

Ian motioned to adjourn the meeting. Emma seconded. Motion approved. The meeting was adjourned at 6:57pm.

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.