

BOARD MEETING MINUTES
FEATHER RIVER FOODS CO-OP BOARD OF DIRECTORS
REGULAR MEETING: July 27, 2026

Approved at 9/28/2026 meeting.

Time: 5:02 pm – Meeting called to order by Emma

Location: White house Admin. Building and Google Meet

Board members present: Jen McCallan, Emma Talamantes, Tina Love, Kate Rahmeyer, and Marissa Rudder

Board members absent: Tim Jones, Michelle Ryback

Board Facilitator: Emma

Board Educator: Marissa

Minutes taken by: Kendrah Fredricksen

Staff present: Marcie Wilde, Kendrah Fredricksen

Welcome guests: Nance Reed

Announcement from Marcie: Customer incident happened this past weekend. A man was using credit cards with different names and entered one credit card manually (which should not be allowed). Sheriff's office was contacted. The man came back today and was arrested.

Agenda for July 27, 2026, Review & Approve

- *Emma moved to approve the agenda with changes; Kate seconded. Motion carried.*

Approve Minutes of June 2026

- *Emma moved to approve the minutes as corrected; Jen seconded. Motion carried.*

Board Education

Marissa: Board Code of Conduct, Ethics, and Conflict of Interest Agreement Procedure

- Marissa passed out copies of this procedure to everyone.
- Board members were invited to write on wall Post-it: "As a board we will ..."
 - Honor each other's unique expertise we bring to the board table
 - Attend all meetings and devote the time and commitment to be a successful board member
 - Learn about the components of policy governance
 - Educate myself in areas I am less familiar with such as finance
 - Strive to be more transparent with members about the board's work
 - Govern with integrity, honesty and compassion

Reports:

Manager's Monthly Report June 2026:

- **Total Sales** both stores = \$468,521 – 9.9% growth over prior year
 - Quincy = \$311,478 up 10.7% over prior year
 - Portola = \$157,043 up 8.4% over prior year
 - Sales growth YTD – 4.6%
 - Customer count is up – 7% total
 - Basket size is comparable to previous years – up 5% total (mostly in Portola)
 - Labor % of Sales – goal 23.4%, June actual – 21.6% (average 22.6% for last 3 months) – increase in sales has helped these percentages
 - Sales per Labor Hour – total for June \$111.32, Budgeted \$90.89
 - Margin Minus Labor – was below target at 15.3% for June (goal – 15.7%)
- **Outreach: June Round-up** –
 - \$1,079.72 Sierra Buttes Trail Stewardship (Quincy)
 - \$235.70 Graeagle Independence Day Celebration (Portola)
- **Portola Store Update** – Meat, Frozen and Bulk saw 18% or more in growth over previous year; Prepared foods saw a significant increase. Alcohol department has a decline in growth – distributor is considering no longer serving us. We will probably switch distributors but may lose some customers' favorite products. A/C units were down for a week, but now repaired.
- **Quincy Store Update** – Meat, Prepared Foods, Refrigerated Grocery – all saw above 18% growth. Alcohol is seeing a decline (see Portola). Overnight cooler failure cost us \$7,000 in product. Insurance should offset a portion of the loss. We are now printing Co-op Deals sales tags in-house (cheaper). Sales continue to trend upward.

Report B3 – Asset Protection – all in compliance. This has to do with insurance coverage. Broker answered questions and clarified coverage.

Marissa moved to approve report, Emma seconded. Motion carried.

Report B9 – Emergency Succession – all in compliance. Irene is the Emergency IGM. A policy is in place which Board should review annually. The Board asked if Irene should attend at least one board meeting per year.

Jen moved to approve report, Kate seconded. Motion carried.

Old Business:

- Code of Conduct for returning BOD – signatures are needed – move to next meeting (September).
- Provisions update – will be launched this Thursday, July 30th. All current members will be invited via email. QR codes will also be available at each register. The system is live! We will continue to allow customers to make special orders in-store. Provisions will help us

compete with Costco and other large retailers. We pay a federated co-op a monthly fee to manage this site. New special-order customers will need to pay with credit card to start.

- Lawrence St. Update – working with water district to redo the sewer line. Water district wants to put this on the east side which will need an easement from the Arrates. Also need to work out an agreement with the property owner on the north side, especially during construction.

New Business:

- Board Committees – Kate suggested that we restructure the board/committees to be less labor intensive to encourage younger folks to be on the board. The committees which could possibly be merged with the board meetings include Board Development, Membership, and Policy. Marcie said the Board Calendar already includes the dates of committee-related events and deadlines. We will review this topic again in September.
- Board Strategy and Planning Retreat – The main purpose of this retreat is to discuss funding for the expansion. We need to determine how to go forward with member loans. Marcie needs to know how to go forward with buying equipment that Caron Chance (retiring caterer) has available. Hoping to do a 3–4-hour retreat with a light lunch. Date is September 18, 2026. Details to come.

Committee Reports:

- Board Development – Jen said they met in June; Marcie joined them; many names were suggested (including former board members). There was a lot of good energy.
- Membership – Next meeting will be Wednesday, July 29th. Next big event will be Community Appreciation Day in October (usually on a Tuesday). A survey needs to be created for this.
- Finance – at the last meeting, they discussed the different kinds of insurance in place and if they were effective. Cost of Workers Compensation went down – due to no injuries. LP is our local insurance broker. They had Marcie check with broker to answer some questions. The committee was satisfied that our current coverage is adequate. Jen mentioned that we should investigate getting Firewise “certified” to get some discounts.
- Policy – Kate had no policy update. They plan to meet in September.
- Executive – Emma said they met last month and discussed the Board Retreat. This committee generally meets quarterly but they do need to finalize discussion about the retreat.

Closings:

- Board Member Check In: None
- Review Decisions, Tasks, Assignments: Voted to approve agenda, minutes, and Marcie’s reports. For next board meeting: review Emergency IGM policy, returning board members need to

sign Code of Conduct, continue discussion about Board Committees, Marcie will check with Mohawk about Retreat, discuss CAD survey and the date for this event. No meeting in August.

- Review Monitoring Calendar (September): Board Retreat, prepare for CAD, Board Meeting will review policies and self-assessment survey.
- Next BOD Meeting: September 28, 2026, at 5pm. Michelle will do Board Education.
- Summary for Employee Memo: Emma

Adjourn Meeting:

- *Emma moved to adjourn the meeting, Marissa seconded. Motion carried. The meeting was adjourned at 6:55 pm.*

Closed Session: N/A

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