

**BCS Board Meeting
September 23rd, 2021**

Board Members in Attendance: Bobbi Boos, Isabelle Daellenbach, Nancy Mathews, Michelle Robison, Corbin Baird, Jeff Goldin, Tosh Lewis

Absent Board Members: Pam Weaver

Staff Members in Attendance: Dee Boehler, Phil Phillipy, Taylor Ritchie

Guests in Attendance: Liz Barnhart, Brianne Jamerson, Bonnie Wang

1. Preliminaries
 - a. Announcements
 - i. More guidance and/or a tutorial on Asana (an organizational program we use) could be helpful
 - b. Review Board Calendar
 - i. We reviewed board calendar in depth and agreed that it would be helpful to do again at the retreat for the new board members
2. Consent Agenda
 - a. Tonight's Agenda
 - b. Minutes from August 23, 2021
 - c. July Executive Session Minutes
 - i. Pull minutes – did not reflect board candidates in “guests in attendance”
 - d. Ownership Cancellation Memo
 - e. Policy Proposal D5
 - f. Policy Proposal D3
 - g. B7 Communications
 - h. Daellenbach motions to accept Consent Agenda with correction to minutes, Baird seconds. All in favor, approved.
3. Member Comments: None
4. GM Monitoring and Reports
 - a. B7 Communications Report
 - i. There is a discrepancy between the YTD and WSR that Mac is looking into – will update and resubmit when corrected
 - ii. Positive YTD growth despite fiscal offset
 - iii. Experiencing staffing challenges
 1. Some success with quality new hires
 2. We are asking that people work the entirety of their scheduled shift
 3. We have a great team who are doing very well but overall, it has been challenging
 - iv. Sales are up but member sales down a little overall
 - v. Moving forward with East lease – paying new rent but waiting on accurate description of our parcel. Lease should be officially signed in the near future.
 - b. A – Ends Report
 - i. This becomes the Annual Report
 - ii. Organic/local supply chains less affected by pandemic than conventional so that growth is up

- iii. Number of individual products has dropped – that could be vendor driven (local vendors come and go)
- iv. Decision Tree for Ends Report – accepted with acknowledgment of non-compliance

5. Education

- a. Lauren McCalister will come to November meeting instead
- b. This month we are doing a deep dive into the Board calendar
 - i. Remember to always look a month or two ahead, as some tasks have a short turnaround time
 - ii. GM reports are on left-hand side and Board reports are on the right-hand side
 - iii. October – Annual Committee reports are due!
 - iv. Marketing report is on here four times, but we may be able to scale back to once or twice a year instead (but spend more time on it during those meetings)
 - v. November mini-retreat – will sign conflict of interest forms
 - 1. Counts as November meeting but we do not do “normal” board meeting tasks so there will be much more information to review than usual at December meeting
 - vi. Secretary should review the policy register
 - vii. Other items discussed in relation to calendar timeline:
 - 1. Staff Development Plan (included in last year’s business plan)
 - 2. Will’s List
 - 3. Board Budget
 - 4. Do a follow-up with new board members around April
 - 5. Kelley Fellows Report
 - 6. Encourage committees to add items to calendar as needed
 - 7. Recruit! The goal is to recruit candidates early and not have to extend the applicant deadline
 - 8. Business Plan
 - 9. Self-Monitoring

6. General Business Items

- a. Lease
 - i. Discussed during B7 review
- b. Leslie coming in October
- c. Discuss Columinate “Early Bird” Special (ends Oct. 15)
 - i. It’s affordable and we budgeted for it, so we should do it
 - ii. The higher-priced package could be worth it if we utilize it
 - iii. We will have a very young board next year and a demanding year with expansion, so outside help could be handy
 - 1. Echoed sentiments about the next few years being demanding for this organization, so the more outside help, the better
 - iv. When we sign up, this will start in January with the new calendar year
 - v. We can always buy things à-la-carte

- vi. Unanimous agreement to signing contract for the middle tier package option
 - d. Self-Monitoring
 - i. C
 - 1. Work towards better communication about our member loans
 - 1. As long as we have bank loans, paying members back is out of our hands, so we do not have full autonomy and independence
 - 2. We are conducting our business with the coop principles in mind and working to avoid unacceptable actions and situations
 - 3. Accepted as in compliance
 - ii. D2
 - 1. Discussion regarding language of “monitoring” and “evaluation” – both are used in this policy. “Monitoring” mostly refers to reports; evaluation protocols are different
 - 1. Suggestion to remove the word “evaluation” from this policy
 - 2. This is another policy that could be made gender neutral and needs to be rewritten slightly
 - 3. Accepted as in-compliance
 - iii. D4
 - 1. Note – a good amount of our self-monitoring does not include data or a reason for why/why not on monitoring page. We should review self-monitoring in-depth at retreat with new board members to make expectations clear.
 - 2. Accepted as in-compliance.
 - e. New Kelley Fellows – starting (roughly) in late October
 - i. Start thinking about what projects we might want them to work on – that could help in the selection of fellows
 - ii. Possible project idea is a high-temp composting program for deli containers
 - f. Annual Meeting
 - i. Coming along – which reports would be most appropriate to share with member owners?
 - g. Mini Retreat
 - i. Still early in planning, no major questions or updates
 - h. Krejci Award Selection
 - i. Robison will send out a “when to meet” for directors to discuss
- 7. Committee Reports
 - a. Perpetuation
 - i. We asked for member owners to email questions for potential candidates and received a question that did not seem appropriate for candidates regarding \$3 dollar dinners
 - 1. This is not a board decision and not something a candidate would know how to answer so Bobbi responded with an explanation instead
 - ii. Marketing working on their end of things to promote election

- b. CCF
 - i. Is this still an appropriate program for us? Board does not want to take over an operational committee but open to suggestions and ideas regarding how to move forward
- c. Education
 - i. Laure McCalister is coming to November meeting
 - ii. Storing information regarding SNAP doubling program in the Projects folder
 - 1. If a grant doesn't specify a 501c3 then we do not need to partner with another organization, but Annie from BFPC is willing to assist with grant writing either way
- d. Governance
 - i. Working to get it on file with the Secretary of State that Dee is now the registered agent
- e. Annual Meeting
 - i. Nothing major or new to report
 - ii. Nancy is working on financial reports and Bobbi is working on presidential reports – similar format as last year's meeting
- f. Finance
 - i. Talking more and more about paying back member loans
 - ii. We are close to paying off bank loans so member loans are next in line
 - iii. What should we tell members at annual meeting? They are due for an update soon.
 - iv. Discussing multiple ways to address equitable ways of repaying the loans – we could ask Leslie for advice/input on this matter
- g. Officers
 - i. Posted minutes from meeting that occurred two months ago but most items have already been done
- h. Birthday
 - i. Nothing to report at this time
- 8. Closing
 - a. Review Action Steps
 - b. Review Decisions, Will's List Additions
 - i. Major decision was to join Columinate again. Nothing added to Will's List
- 9. Adjourn
 - a. Baird moves to adjourn the meeting, Lewis seconds. All in favor, meeting adjourned.

Policy Compliance Summary

A - Ends Report – accepted with acknowledgment of non-compliance (due to the nature of the policy)

C – Accepted as in compliance

D2 – Accepted as in compliance

D4 – Accepted as in compliance