

Blue Hill Co-op Board Meeting Minutes

Tuesday, October 21, 2008 6:30 – 9:00 pm, Blue Hill Library

Attending: Deborah Wiggs, John Vincent, Bob Sullivan (facilitating), Betsy Bott, Marianne Vandiver, Gail Bartlett, Erich Reed, Chip Angell, Karen Doherty (General Manager), Heather Albert-Knopp (Minutes Taker)

Last Month's Minutes

Minutes of the September 2008 meeting were approved with minor revisions.

Annual Meeting Minutes

Minutes of the 2008 Co-op Annual Meeting were approved.

Time Open to Owners

No owners that were not Board Members appeared to speak.

Discussion – Board Evaluation

During the past month, Board members took part in a Board self-evaluation, using an evaluation survey from Cooperative Development Services (CDS). Regular monitoring of policies is also considered part of Board evaluation. There was general agreement that the Board is doing well with: legal and appropriate meeting minutes; up to date Board manual; annual budget; Board President leadership; group dynamics. Improvement may be needed in the area of linkage and communication with member-owners. Highest priorities for the coming year included: Board leadership and development; member-owner linkage; relocation discussions. Results of the evaluation can help guide the Board's work plan for the year. **Gail will share the evaluation results with the trainer, so that Board priorities can be incorporated in the upcoming Board training session.**

Welcome New Board Members

The Board warmly welcomed new members John Vincent, Betsy Bott and Chip Angell. Gail gave a brief introduction to policy governance. A full board orientation will take place at the upcoming potluck meeting. **Gail will provide a handbook on consensus decision-making. Topics for the orientation will be assigned over email.**

Schedule Next Board Training

The Board will schedule a full-day training with Cooperative Development Services (CDS). December 13th, January 10th, and February 28th are possible dates. **Gail will contact Michael Healey to see when he is available.** At next month's meeting the Board will discuss what outcomes they would like from the training.

Schedule Board Orientation Potluck

The potluck will be held on Tuesday, November 11th beginning at 5:00 pm at Deborah's house. Food commitments were made as follows: **Bob – meat; Chip – dessert; Betsy – bread; John – potatoes; Gail – seaweed and roots; Karen – salad; Marianne – soup; Deborah – grain; Erich – vegetables.**

Nominating Committee Re-formation

Deborah and Erich are the current members of the nominating committee and would like two additional members. **John and Betsy volunteered to join. The nominating committee meeting will be held on November 5th at 3:15 pm at Gail's house. At this meeting the committee will discuss adding board development to the committee's function.**

Executive Session

Election of Board Officers

Gail was nominated as president; she accepted the nomination and was elected by consensus of the Board. Marianne was nominated as Vice President; she accepted the nomination and was elected by consensus of the Board. Erich was nominated as Secretary; he accepted the nomination and was elected by consensus of the Board. Bob was nominated as Treasurer; he accepted the nomination and was elected by consensus of the Board.

General Manager's Report

Karen reported that a \$650 patronage dividend was received from National Cooperative Grocers Association (NCGA). The produce manager position is still open after one applicant turned down the job. Next month, C.E. Pugh from NCGA's Development Cooperative (DC) will come to Blue Hill for two days so that we can assess whether we would want to work with the DC as part of a relocation. C.E. will join the Board for one hour at next month's meeting. **If anyone would like to convey anything to C.E. Pugh prior to the meeting, give it to Karen. Marianne will re-distribute DC's draft contract.** Karen has begun working with Debbie Suassana on the market study. The Co-op is still looking for a newsletter editor; in the meantime, Eileen Mielenhausen is taking on that task. There were Board comments on: the high turnover in the produce manager position; the percentage of the store devoted to produce, and whether there is an industry standard on this for co-ops or grocery stores.

Monitoring Reports

B4 Policy Governance (Marianne)

B4 monitoring report was accepted with section B4.3.1 in noncompliance and the introductory policy mandate paragraph neither in compliance nor in noncompliance. The Board was not successful in monitoring all policies in the past 12-18 months, including failure to monitor Ends policies during the 12-month review period for the GM review. The policy monitoring calendar should lead to compliance in six months. **The Board agreed to monitor this policy again in about six months (April or May).**

Ends Policies A3 [on returning economic value to the community], A4 [on customer education and making healthy food choices], A5 [on member linkage] (Karen)

The A3, A4 and A5 monitoring reports were accepted. A3, A4 and A5 reports are in compliance. The Board discussed whether the ends policies are working as-is, and whether some like A4 may need more specificity. **The Board agreed to have a**

discussion of the A4 and A5 Ends Policies in upcoming meetings (Nov, Dec, Jan) as time allows.

For Next Month's Meeting:

CE Pugh from NCGA's Development Cooperative; Draft 2009 calendar (Marianne); Monitor *B6 - Board Officer Elections* and *B7 - Approval of Minutes of the Annual Meeting* (Erich); Quarterly financial report as part of *D1- Financial Condition* (Karen); Monitor *D5 - Communication and Counsel to the Board* (Karen); Possible discussion of *Ends Policies A4, A5* if time available (Gail); Board training discussion (Gail)

Next meeting will be November 18, 2008 at 6:30 at the Blue Hill Public Library

Minutes Respectfully Submitted by Heather Albert-Knopp