

fPotsdam Food Co-op Board Meeting

February 20, 2024 6:00pm, Potsdam Community Room

Attendance:

- Megan Lane
- Jim Fryer
- Kristen Avery
- Brian Reece
- David Bradford
- Karen Bage
- Aviva Gold
- Marshall Issen
- Kim Jukic
- Lynzie Schulte

Others: Jessie LaRose, Arthur Freeheart, Grace LaParr, Laurie Greenleaf, Celena Haase, John Collins

ITEM	DISCUSSION POINTS
Welcome & Roll Call	(above)
Approval of Minutes	Board minutes from January meeting Motion: Megan Second: Brian Discussion around Stephanie's comment, resolved. Passed with dissension from David B. who was not present.
Public Comments	Dave appreciates the gluten-free soups
Acting General Manager	<ul style="list-style-type: none">● Since the last meeting, Jessie LaRose was hired as Acting General Manager; Mark Regni passed away January 24, 2024● Sales/Customer Count: Sales and customer count are way down from last year● Personnel/Staff: Labor is also down from last year; hiring a marketing manager to address the sales/customer count issue; Jessie is also looking at available labor grants; front end is in need of more coverage● Carriage House plan to reduce labor by 40 percent still being developed with NCG, Jessie and the Carriage House; this is one of the most pressing issues for the Co-op; completely closing the Carriage House is not an option, but pulling things under control is step one to solving the problem. A new store will also address a lot of the Carriage House issues● 2024 Budget/Audit: Budget draft (not complete) shows a loss in Q1 and net positives for Q2-4 Audit will be covered by the loan● Closing on AEDC/Village Loans: Friday March 8, 2024; the loan is necessary for the first phase of expansion that is currently underway

Advisory Committee	<ul style="list-style-type: none"> ● On hiatus
Finance	<ul style="list-style-type: none"> ● Nothing additional from what Jessie already shared ● The committee is hashing out how much of the loan to accept
Governance	<ul style="list-style-type: none"> ● Review candidates for slate; 6 open spots, Kim J. will rerun; Arthur Freeheart, Jessie Diamond-Brown, and Steve Greco from Big Spoon, Celena Haas is a maybe, Tzintzun Aguillar-Izzo ● Proposal for Annual Meeting date: March 26, 2024 Moved by Jim, seconded by Karen, passed unanimously Board and staff are encouraged to look over the Annual Meeting Task checklist and take on tasks ● Bylaw amendment to reduce the size of the board will need a special meeting, but since we are likely to have some big meeting-type news through the year, we can call a special meeting later in the year ● Class E candidates (s): Will happen in-store in time for March Annual Meeting
DEI	<ul style="list-style-type: none"> ● The committee needs the marketing person to exist to actually implement many of the committee's ideas including educational webinars and marketing the diverse products, vendors... in the store ● Jessie and Laurie have been looking at online HR providers to streamline HR policies ● It would be nice if the new Code of Conduct were covered before the DEI committee's update at the Annual Meeting
Outreach	<ul style="list-style-type: none"> ● Jessie wants to reboot the committee and will reach out to Kim
Renovation Project	<ul style="list-style-type: none"> ● Under contract with NCG Store Design and Aubertine & Currier Architects for conceptual planning phase; conceptual drawings are expected in one to two months ● NYS HCR has been updated; expectation to be in contract with NYS in Q3 2024
Old Business	<ul style="list-style-type: none"> ● Let's include policy governance in the Annual Meeting discussion
New Business	
Member Communication	Jessie will get the new Annual Meeting save-the-date out tomorrow
Announcements	Next meeting is the Annual Meeting; March 26, 2024 (in lieu of the regular board meeting) Trinity Episcopal Church on Fall Island, Potsdam
Adjournment	Motion: David Second: Megan Passed with no opposition