

The Meeting of the
Board of Trustees of the
Skagit Valley Food Co-op
April 11th, 2019

The Board of Trustees met at 8:25am in the conference room of the third floor of the Co-op Building. This meeting immediately followed an executive session, which convened at 7:45am. Tom Theisen, Casey Schoenberger, Brad Claypool, Mike Hackett, Kristen Ekstran and Ian Taylor-Mixon were present. Todd Wood, General Manager, was not present. Rob Smith and Colee Snapp and were not present.

Owner/members are welcome to address the board at our meetings at either the beginning or the end of the meeting. While the board encourages member/owner input the board may not be able to add topics raised by owner/members to that day's agenda. Owner/member comments should address board related (non-operational) issues and will be recorded in the meeting minutes.

The agenda for the meeting:

1. Member/Owner Comments
2. Minutes
3. Old Business
 - a. Committee Reports
4. New Business
 - a. Manager's Report
 - b. Staff Representative's Report
 - c. Calendar

Member/Owner Comments

No member/owners were present to address the Board.

Minutes

The minutes for the March meeting were reviewed.

- MSC: Schoenberger, Ekstran – To Accept the Minutes from the February meeting.

Old Business

The Community Relations Committee has been meeting. The Member Engagement event planned for April 18th is approaching. Invitations have been made by everyone, with some individuals yet to respond. Most invitees are planning to attend.

The Vision 2025 committee has met but has made little progress to date due to other more pressing work taking up Committee members' time.

The Policy Governance committee met. Brad led a discussion and deliberation in creating parts of our draft Policy Governance document. Considerable progress has been made to date. Brad will make changes agreed to and submit a new draft document for further consideration.

New Business

Todd Wood, General Manager was not present as he is attending a meeting of the NCG. However, he did send a report via email to the Board in his absence. March sales were \$1,879,000, up 6.45% over the same period last year. Café sales up 18.4%. There is a request for approval for upgrading the current in-store security camera system as well as replacing the combi oven in the Deli. Also, the General Manager requested raising the maximum spending cap for purchases above \$10,000 without Board approval.

- MSC: Schoenberger, Taylor-Mixon – To approve the purchase of new in-store security camera system and oven.
- MSC: Claypool, Ekstran – To increase the existing General Manager maximum spending cap without Board approval to \$20,000.

The Department of Transportation will be resurfacing the road adjacent to the Co-op, which will surely affect business. The project engineer is out until next week, but the communications person for the DOT was optimistic that we would not see unreasonable disruption.

Ian gave a Staff Representative Report. Ian has not been working lately, due to his full-time job as an EMT. This is also his last day on payroll and last meeting as a Board member. He had not been in close communication with staff and so he had no items to report. He shared that he believes his replacement should have orientation and training before his or her first meeting attendance. The Board stated that he will truly be missed. He was thanked for his dedication to the Co-op and his time on the Board. Colee was not present to report.

Tom reviewed the Board Calendar. The Community Relations Committee is scheduled for April 18th. The Annual Member Meeting will take place on May 8th.

The next regular meeting of the Board will be on May 9th, 2019. The meeting adjourned at 9:05am.

Rob Smith, Secretary

Thanks to Mike Hackett for taking Notes!