

SRFC BOARD OF DIRECTORS MEETING
June 23, 2014 6-9 pm
Minutes

Minutes submitted By: Debra Lee

Present: Thane, Larry, Dan, Karl, Meagan, Deb, Tom, Andrew, Jeremy

Absent: Julie

Meeting commenced: 6:04 pm

Meeting ended: 9:23pm

May Meeting Minutes: Approved with none abstaining, none opposing. Moved by Karl, Second by Larry

Board Policy Register Revisions:

Changes to Policy B1 Staff Relations as circulated by Tom Perrault in the memorandum attached to his email to the board dated 5/12/14 Approved with none abstaining, none opposing. Moved by Larry, Second by Karl. The policy will now read as follows:

B.1 Staff Relations. With respect to relations with paid and volunteer staff, the General Manager may not cause or allow conditions that are unsafe, unfair, undignified, unsustainable, illegal or unclear.

The GM must not:

B.1.1 Operate without written personnel policies that:

B.1.1.1 Clarify rules for staff.

B.1.1.2 Provide for fair and thorough handling of grievances in a way that does not include the board as a participant in the grievance process.

B.1.1.3 Are accessible to all staff.

B.1.1.4 Inform staff that employment is neither permanent nor guaranteed.

B.1.1.5 Document job responsibilities.

B.1.1.6 Establish fair and timely job performance evaluations.

B.2. Cause or allow personnel policies to be inconsistently applied.

B.3. Provide for inadequate documentation, security and retention of personnel records and all personnel related decisions.

B.4. Change the GM's own compensation and benefits, except as his or her benefits are consistent with a package for all other employees.

B.5. Establish compensation and benefits that are internally or externally inequitable.

Changes to B6 Management Continuity as circulated by Tom Perrault in the memorandum attached to his email to the board dated 5/12/14. Approved with none abstaining, none opposing. Moved by Karl, Second by Dan.

The Policy will now read as follows:

B.6. Emergency GM Succession

To protect the Board from sudden loss of GM services, the GM must not:

B.6.1 Have less than one other manager sufficiently familiar with Board and GM issues and processes to enable her/him to take over with reasonable proficiency as an interim successor.

B.6.2 Fail to document systems and procedures to allow an interim successor to continue store operations uninterrupted in the event of a planned or unplanned absence.

B.6.3 Fail to make adequate preparations for the succession of management staff.

GM Store Report

Jeremy presented information about current conditions at the store.

GM Monitoring

Policy B.5. Communication and Counsel to the Board

The Board approved the monitoring report submitted by Jeremy DeChario, with none opposing, none abstaining. Moved by Karl, Second by Tom

Policy A. Ends

The Board approved the interpretations presented in the Ends Report, and the metrics used for reporting on them. Approved with none opposing, none abstaining. Moved by Tom, Second by Larry.

The board will review the full Ends report when all data is entered next month.

Board Self Monitoring

Thane will circulate an email asking Board members to reply all as to the board's performance with respect to D.5. Code of Conduct, D.4 Role of Chair, and D.7. Communication with Members. This is an intermediate step towards more formal board self-monitoring.

Update on Audit

Thane reported that following the board's decision to retain Wegener LLC for the Co-op's audit for the fiscal year closing June 30, 2014, the price of the audit was reduced significantly based on our small size and our willingness to schedule the audit visit in September 2014.

Executive Session on Conversation with NCGA Development Co-op

The board decided to seriously continue the conversation with NCGA Development Co-op. Moved by Larry, second by Karl. Approved with six in favor, one abstaining, one opposing.

The board decided to continue to explore other options for General Management and management support at SRFC. Approved with all in favor, none opposing, none abstaining. Moved by Megan, second by Dan.

The board decided to create a committee (Megan, Karl, Andrew, Tom, Thane with Karl to be convener) to communicate within SRFC about this process and these decisions. Moved by Karl, Second by Megan. Adopted with all in favor, none opposing, none abstaining.

Next Board Meeting July 28 6pm

At Thane's office. August's meeting will be held August 26, 6pm.