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## SCM BOARD OF DIRECTORS MEETING

May 22, 2018

### MINUTES

**Board Meeting Commenced:** 6:18 p.m.

**Location:** Rich's house

**Present:** Meg, John, Abigail, Rich, Colleen, Anthony, Jeremy, Jen

**Absent:** Andy, Michael, Deb

#### PRELIMINARIES

**Ends:** read by John

**Ground Rules/Guest Rules:** waived

#### AGENDA REVIEW

Meg requested that co-op regional organizing, and a board calendar check-in, be added to the discussion agenda.

#### VOTING AGENDA

**April Minutes/B.1 GM Monitoring Report: Financial Condition/D.9 Board Monitoring Report: Board Endorsements:**

Motioned to approve by John, seconded by Abigail. Anthony abstained from April minutes. No discussion, all in favor.

**B.2 GM Monitoring Report: Planning & Budgeting:** Jeremy explained that this report is a preliminary plan and a living document, and he will continue to develop it as new information becomes available. He will update it after obtaining numbers on walk-in repairs. John motioned to accept the report with the understanding that it is incomplete due to unknowable variables. Meg seconded, all in favor.

#### GM FYI REPORT

**Owner Update:** 12 new members for April.

**Staff Updates:** Reina gave notice that she is leaving the co-op and Steph will serve as the produce manager on an interim basis. Jeremy will be posting the position and opening up the application process shortly, and plans to make a decision by July 1. Board members asked about the possibility of Staff Leasing providing an exit interview service and may want access to the reports.

**Marketing/Advertising Update:** None.

**Major Expenditures:** None.

**Special Events/Things of Note:** None.

**Financial Reporting:** Monthly margins are good, key indicators are healthy. Low overhead and strong sales.

#### DISCUSSION AGENDA

**Ends Revision:** John volunteered to rewrite the ends statement after the January board retreat. In his initial draft he analyzed the board work from the retreat, took cues from the Wheatville ends statement and tried to keep it community-focused and action-based. Rosemarie has given feedback. There was positive feedback given by board members, and Jeremy said he will present it to staff for feedback. The board will continue to work on this as a group after getting staff input. The more specific the ends policy can be the better, as Jeremy is held accountable for upholding this standard so it must be measurable.

**Review Bike Rack:**

- **Policy Monitoring Committee:** Was suggested so that some board members could learn more about policy monitoring and teach the rest of the board, and to conduct closer reviews of the GM and board monitoring reports. Will be kept on the bike rack.
- **Audit Bids Policy:** Jeremy has concerns about how appropriate this would be within our current set of policies. The board could direct Jeremy to get more bids, but the audit is on the board & members' behalf. Jeremy is unsure how he could report compliance or non-compliance. It could possibly be a board policy instead, and could fall under the treasurer's responsibilities. This will be put on the discussion agenda for the August board meeting.
- **Board Archive:** Keep on the bike rack for now.
- **Board/Staff Field Trip:** There is interest in this but it's difficult to coordinate. August could potentially work.
- **Onboarding/Orientation:** Bookmarked for retreat agenda, will be kept on bike rack for now.

**Board Recruitment:** The board is currently unsure about how many seats will be vacant, based on whether or not board members with expiring terms plan to seek re-election, but everybody should be thinking about potential viable candidates.

**Fall Meeting Dates:** October was suggested as the month to schedule the annual fall member meeting. It won't clash with a holiday and October is co-op month. It should be scheduled for a Monday, Tuesday or Wednesday. Recruitment for new board members will end by September 1 with applications in by Labor Day. Current board members who are up for re-election are Colleen, Anthony and Rich, and they should decide within the next month whether they will run again this year.

**Co-op Regional Organizing:** Meg wants to represent the co-op at Cooperation Syracuse Alliance and the board agreed that this would be okay.

**Board Calendar Check-In:** The June board meeting will be held at John's house, (address added to calendar and available by request), July will be the board's month off, with no board meeting. For August and September board meetings will be held at Abigail's house, (address added to calendar and available by request).

**Executive Session**

The board discussed the annual GM evaluation.

**Adjourned:** 8:02 pm