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SCM BOARD OF DIRECTORS MEETING

January 24, 2023

MINUTES

Board Meeting Commenced: 6:05p

Location: Remote - Zoom

Present: Meg, Leah, Jason, Denee, Ryan, Colleen C., Jen, Jeremy, Mike (guest member)

Absent: Colleen G., Rich

PRELIMINARIES

Ends: Reviewed by Meg

Ground Rules/Guest Rules: Reviewed by Meg

MEMBER FORUM

Member David (Mike) Larkin joined the meeting to learn more about what the Board does.

AGENDA REVIEW

Meg reviewed the agenda, upcoming dates, upcoming CBLD trainings and a financial training with Jeremy. The audit review meeting with Wegner is postponed to the next board meeting.

VOTING AGENDA

December Minutes: Jason moved to accept the December minutes, seconded by Leah. No discussion. All members present voted in favor.

GM Monitoring Report B.7 Member Rights: Jeremy briefly reviewed the report and revisions to what he presented at the last board meeting. Leah moved to accept the report, seconded by Ryan. No discussion. All in favor.

GM Monitoring Report B.8 Treatment of Customers: Jeremy reviewed the report. The annual member survey will be going out next month, and Jeremy is curious to see how the results compare. Jeremy and Colleen C. briefly discussed how staff-customer interactions have changed since the pandemic. The CX Survey will be rolled out this summer, with randomized customer surveys printed on receipts at checkout. Meg moved to accept the report, seconded by Ryan. No discussion. All in favor.

New Members: Meg moved to accept the new members as listed in the FYI report, seconded by Colleen C. No discussion. All members present voted in favor.

GM FYI REPORT

- Jeremy discussed Kensington renovations, timelines and priorities. Replacement of coolers is time sensitive and there is a long lead time for orders and installation. The board will do outreach regarding potential funding for renovations.
- Jeremy will be ordering shelving and fixtures for the reset at Salina and the bulk reset at Kensington.
- There have been some theft issues at the Salina store, so Jeremy is exploring options for lighting & more security cameras.
- We will have a Member Appreciation Sale in February, with a direct mailer promoting the sale going out to members. We will be doing another direct mailer targeted toward Downtown zip codes to promote the Salina store next quarter.
- Jeremy has rented an office space at Commonsplace Warren for management staff to have some quiet work time away from the store.
- Jeremy reviewed the financial & sales performance report for the month.

DISCUSSION AGENDA

Conflict of Interest Declarations: none

2023 Board Calendar: Meg reviewed the 2023 calendar with board meeting dates, due dates for monitoring reports, committee meetings, etc. Meg requested that board members update their contact information for the year using the spreadsheet in the 2023 board folder on Google Drive.

Annual Conflict of Interest Disclosures: There is a form for board members to declare their potential conflicts of interest for the year linked in the meeting agenda.

Board Policy Revisions:

- **D.1 Governing Style:** Jason moved to approve the revised policy, seconded by Leah, No discussion. All in favor.
- **D.2 The Board's Job:** Ryan moved to approve the revision, seconded by Leah. No discussion. All in favor.
- **D.3 Agenda Planning:** Leah moved to approve the revision, seconded by Meagan. No discussion. All in favor.

Board Officer Roles: The board needs a new Secretary at minimum; other officers are willing to continue if there are no other volunteers. Meg reviewed the responsibilities for each role - President, Vice President, Secretary, and Treasurer - and asked board members to consider taking on a leadership position. New board members that would like to train/shadow in an officer role can also serve unofficially; for example, in the past we have have a "Deputy Secretary" and "Co-President."

Committee Reports:

- **Member Engagement Committee:** The Round Up rollout is planned for March.

EXECUTIVE SESSION

Discussed calendar for GM performance and compensation review. No motions raised.

Adjourned: 8 pm