



618 Kensington Road
Syracuse, New York 13210

syracuse.coop

P: 315-472-1385

F: 315-422-9021

contactus@syracuse.coop

SCM BOARD OF DIRECTORS MEETING

March 25, 2025

MINUTES

Board Meeting Commenced: 8:39am

Location: In person at Salt City Market

Present: Colleen, Meagan, Alex, Tracy, Leah, Lauren, Jeremy, Rich (9:10a), John (9:25a)

Absent: Jason, Ryan, Michca, Jen

PRELIMINARIES

Ends: waived

Ground Rules/Guest Rules: read by all

AGENDA REVIEW

Colleen reviewed the agenda. The next CBLD meeting will be on Thursday, April 17 at 9am and all board members are welcome to attend. The Bylaws Committee charter and Board Perpetuation Committee votes were postponed to the April board meeting.

VOTING AGENDA

February Minutes: Leah moved to accept the minutes as submitted, seconded by Tracy. Discussion: Revise "Meagan will bring paperwork to March meeting" to "Meagan may bring paperwork to March meeting". No further discussion. All board members present voted in favor.

New Members: Meagan moved to accept the new members as listed in the GM Report, seconded by Leah. No discussion. All board members present voted in favor.

GM Monitoring Report B6: Staff Treatment: Leah moved to accept the report, seconded by Tracy. Discussion: Jeremy notes that all full time staff are above living wage. Part time staff are approaching living wage, and several are above based on shift differentials. Jeremy also stated that several hourly wages are increased due to additional responsibilities like receiving orders and being an MOD. He voiced a concern about reporting on this policy for 2026 due to AMI data being unavailable. Meagan added that federal data is sometimes far behind. No further discussion. All board members present voted in favor, Rich abstaining.

Executive Committee Charter: Meagan moved to approve the charter, seconded by Tracy. Discussion: Colleen reviewed the purpose of the Executive Committee, which is to set board meeting agendas, create an annual board planner, oversee the board committees, organize the annual member meeting, and assess and secure external support in fulfilling the duties of elected office. No further discussion. All board members present voted in favor.

Policy Revision Committee Charter: Leah moved to approve the charter, seconded by Alex. Discussion: Colleen reviewed the purpose of the Policy Revision Committee, which is to review and update our Ends policy and the board's governance policies as needed. No further discussion. All board members present voted in favor.

Board Budget FY26: Leah moved to approve the board budget, seconded by Alex. Discussion: Meagan noted that there is an opportunity to use training funds for additional CBLD trainings and suggested that the Board Perpetuation Committee could review available offerings to discuss at the next meeting. Jeremy mentioned that there is about \$500 allocated to that budget line that typically does not get used. Jeremy added that staff and board could use board funds to do a "field trip" to another co-op, especially the prep foods staff. Meagan mentioned the potential to attend the CCMA conference, with Jeremy noting that it is very expensive and only attends if he has a chance to present. Colleen observed that there was a \$1000 decrease in the member leakage line of the budget. Jeremy responded that Jason intended to keep that budget line flat, and Colleen made the edit to reflect \$3000. No further discussion. All board members present voted in favor.

Transfer of Note from Deceased Member (Warren Young to Betsey Young): Meagan moved to approve the note transfer, seconded by Rich. Discussion: This vote is to transfer the member loan of J. Warren Young, deceased as of December 2024, to Betsey Young. Alex asked if we have a death certificate. Meagan responded that we do, and Jeremy noted that their financial advisor called to handle their affairs. Meagan asked if the note is coming due, and Jeremy responded that it is not. No further discussion. All board members present voted in favor.

Email Votes: Colleen noted that Jason submitted votes via email, however, the board does not normally accept email votes for an in-person vote. Colleen stated that although these votes will not be counted, the board appreciates his support on these agenda items.

GM REPORT

- Sales at Kensington were up 4% in February, 8.6% YTD. Basket size is up but limited; Jeremy attributes the increase in sales to a rise in customer count. Prepared foods, grocery, frozen, and perishable are the top-performing departments at Kensington.
- Sales at Salina were up 5% in February, 6% YTD. Grocery, frozen, and produce are the departments leading the sales growth at Salina, with produce sales up 20% YTD.
- The week ending 3/16 was the best sales week ever for Salina - \$30,733.
- This April will be the 4th anniversary of the Salina store opening.
- The mural on the facade of the Kensington store was retouched and added to by muralist Tony Washington.
- Continuous product resets and planogram enhancements are being implemented to improve shopper experience at both locations.
- Food For All is in development and more details will be forthcoming this spring.

DISCUSSION AGENDA

Reminders & Items Due: All COI forms have been submitted. Jeremy still needs to update his contact information for 2025 - he confirmed that the information listed is still correct.

Committee Check Ins:

- **Executive Committee:** Colleen shared that the committee has completed the retreat debrief and task delegation. Notes are available in a link sent out by Hether. Colleen reminded board members that the CBLD library is available and has a lot of free content on demand. There are upcoming courses on co-op governance and on finance that board members can register for if interested. Colleen also noted that the SEDCO loan is finalized and funds are being transferred.
- **Board Perpetuation Committee:** Rich is working on a committee charter and calendar. The committee will need to recruit board nominees this year, as Meagan and Rich plan to cycle off the board. Jason plans to cycle on, and Ryan and Leah will need to let the committee know whether they plan to seek re-election. Meagan suggested setting an intention date for board members to declare whether they will be seeking re-election or cycling off. The board rotation chart can be used to plan.
- **Policy Review:** no updates
- **Legal Documents Review:** no updates
- **Member Engagement:** Leah is working on goals and a planner for the committee. The committee has been discussing launching a "Board Picks" event to do product sampling and engage with members, and will connect with Jeremy to organize. Colleen mentioned starting a quorum push for this year's Annual Meeting in September or October.
- **Finance Committee:** no updates

Adjourned: 9:43am