



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

October 28, 2025

MINUTES

Board Meeting Commenced: 6:07 pm

Location: Zoom

Present: Leah, Colleen, Meagan, Jason, Alex, Michca, Tracy, Lauren, Ryan, Rich, Kate (guest), Jeremy, Jen

Absent: none

MEMBER FORUM

Kate (guest) and board introduced themselves.

AGENDA REVIEW

Colleen reviewed the agenda and upcoming dates, including:

- Annual Meeting at All Saints Parish Center 11/6 board members arrive at 5pm
- CBLD call on 11/13 9am via Zoom
- November board meeting 11/18 at 6pm via Zoom

VOTING AGENDA

September Meeting Minutes: Leah moved to accept the minutes as submitted, seconded by Tracy. Discussion: Meagan made an edit clarifying language about GM compensation in executive session. All board members present voted in favor, Ryan abstaining.

New Members: Meagan moved to approve the new members, seconded by Michca. Discussion: Leah asked if her husband being listed as one of the new members means she should abstain; Colleen responded she can vote. All board members present voted in favor. Michca asked if new members who join between now and the Annual Meeting can attend; Jeremy responded yes.

GM Report B.5 Emergency GM Succession: Jeremy reported that while the store isn't currently equipped with a successor to fully take on his role in case of an emergency, he has confidence that the current staff would be able to run and operate the store. Michca moved to accept the report, seconded by Ryan. no further discussion. all in favor.

GM Report A. Ends Report: Jeremy reviewed the Ends Report, which monitors and demonstrates how the Co-op is operating in alignment with our Ends (the Co-op's "mission statement"). For the Strong Community section Jeremy reviewed comments from the annual member survey, noted increases in average weekly shoppers at both locations, and reviewed data for geographic location of new members and Round Up donation totals. For Local Economy Jeremy reviewed financial data and performance of both stores, as well as living wage data, noting that full time staff are all living wage employees. Kate asked which living wage calculator we use for this data; Jeremy responded that the data comes from NCG, which he will share with the board. Jeremy reviewed data for sales of local products and products from cooperative businesses/producers; co-op sales are down, but local sales are up significantly. Finally, under the Great Food section, Jeremy discussed our efforts to increase access to healthy food at the Co-op through programs like Double Up Food Bucks. Meagan noted two inaccurate dates (dates listed as 2024 instead of 2025). Colleen moved to accept the report noting that the 2024 dates will be revised to 2025. The motion was seconded by Michca. No further discussion. All board members present voted in favor.

Certify Email Vote: On 9/29/25, via email, Colleen moved to approve the Revised Bylaws and Amendments to the Certificate of Incorporation as presented by the Legal Documents Committee. A question from a Board member led to a revised proposal and an amended motion from Colleen on 9/30/2025. The amended motion was seconded by Rich; nine board members voted in favor; one board member did not reply. Voting concluded on 10/2/25 and the motion carried. These changes must now be approved by a quorum of members at the upcoming Annual Meeting. Motion to certify that the email vote took place as described above: Alex moved to certify, seconded by Meg, all in favor.

GM REPORT

Kensington Store: Sales continue to be up across the store, mostly from increases in customer count.

Salina Store: Sales have improved and continue growing, but are being affected by the delay in dispensation of SNAP benefits due to the government shutdown.

General Updates: Combined 10% growth, positive margin results, and overall positive net income. Food For All is ready to be rolled out at the Annual Meeting.

DISCUSSION AGENDA

Annual Meeting Planning:

- **Outreach:** Board members continue to write and mail postcards to members inviting them to the Annual Meeting. Colleen encouraged board members to modify the script as they see fit. Colleen asked Jen for an update about RSVPs to the meeting on Eventbrite. Jen responded that we currently have 35 RSVPs. Colleen asked if it's reasonable to expect 60 more RSVPs in the next week to meet quorum, or if we should have a plan B. Jen responded that she expected to get more sign ups in the next week, and that the mailing of the New Leaf should help as well. The board asked Jen about social media promotion of the Annual Meeting. Jen responded that she has posted about the meeting on Instagram and Facebook and will continue to do so leading up to the meeting. Jen has also been including information about the Annual Meeting in the weekly e-newsletter since October 9. The board asked how they can help promote the meeting on social media; Jen said that they are welcome to share her posts or create posts of their own linking to the Eventbrite page. Colleen acknowledged that the Annual Meeting is scheduled for the same night as the Westcott Community Center's Annual Meeting, and that Meagan drafted some talking points for how to best respond if this comes up in correspondence with members. Meagan asked if a digital copy of the New Leaf will be going out via e-newsletter in advance of the meeting. Jen responded that Don asked her to send it on Tuesday before the meeting, but she can send it sooner if the board would like her to. Jeremy said that there is some financial data that needs to be updated last minute from the audit results before the digital copy is complete. Meagan noted that the meeting packet needs to be available one week prior to the meeting, so everything should be on the website by Thursday.
- **Agenda Review:** Colleen reviewed the planned agenda for the Annual Meeting. The board should arrive at the venue at 5pm for set up. Don and Lauren will staff the registration table. If quorum is reached a bylaws ballot will be distributed. Refreshments will be available at 6 and breakout stations will be set up around the room until 6:20; Colleen asked board members who are doing the breakout stations to send in their supplies requests ASAP. The plan is to start the meeting at 6:30, but this is flexible in case we need to make some last minute calls for quorum. Meagan volunteered to take minutes, as Jen will be absent.
- **Ballots:** A QR code will be presented during the presentation to the online ballot for the board election. A paper ballot for the bylaws vote will be distributed to members at registration.

Adjourned: 8:08 pm