

SRFC BOARD OF DIRECTORS MEETING
SEPTEMBER 27, 2016
MINUTES

Board Meeting Commenced @ 6:02

Present: John, Deb, Andy, Tom, Larry, Jeremy, Jen

Absent: Abigail, Briana, Meg, Steve

Preliminaries

Ends: read by Andy

Ground Rules / Guest Rules: waived

August Minutes

Deb motioned to accept the minutes as submitted. Seconded by Tom. Larry abstained. All in favor (absent Abigail, Briana, Meg, Steve).

GM REPORTING

A. FYI Report

- 21 new members joined in August.
- Jeremy and Scott attended the annual NCG meeting from September 20-23. There were around 300-400 people at the meeting. The theme this year was managing people. There were leadership seminars with a focus on increased productivity, including sales per labor hour. Our current sales per labor hour are up from 70 to 80. Bigger co-ops do around 90, and we would like to bring it up to 85 at our store. We will work towards this with quarterly staff financial meetings, focusing on customer service and driving sales, increased staff knowledge of how business works at the co-op, and team-building.
- Over the last 6 months there has been deflation on food costs. Prices are being pushed down around 1.7%. This makes it harder to see growth - we're moving more volume but it hasn't yet caught up with the dollars.
- We are investigating costs of new shelving for the store. We are hoping to do this over the winter, when the students are away and business is a bit slower.
- Rosie is doing very well. We've advertised in the Daily Orange. Last week we had 6-8 customers, and some seem to be first time customers of the co-op, and the orders were higher than the average basket.
- The first Friday of each month we deliver a mix of food, snacks and beer to the Coworks space. They have mentioned they may want to increase either the quantity or frequency of orders. We do this independently, not through Rosie.
- Monthly inventory counts seems to have fixed the fluctuations. Produce margins have picked up due to abundant and well-executed displays. We are one of the only NCG co-ops seeing growth in produce. Bulk growth is down but the margin is stable. The July-October inventory counts have allowed us to immediately see and address any problem areas. There is a possibility we may continue with monthly inventory counts until the end of the calendar year.

- At the end of August sales were down about 1% for the year. Continuing to invest in the Basics program is increasing our customer count, but that hasn't yet led to higher sales. We plan to put together a Basics flyer and a more expansive member sale flyer. At the annual meeting we will discuss our efforts to offer more accessible pricing to our customers.

B. GM Monitoring Report: B2 - Financial Planning & Budgeting

This report was discussed in depth at the August board meeting.

Larry motioned to accept as submitted, seconded by Andy, all in favor (absent Abigail, Briana, Meg, Steve).

C. GM Monitoring Report: B3 - Asset Protection

This report is mostly unchanged from last year. Jeremy is talking to a broker from an insurance cooperative about moving our insurance, which would save us around \$3,000/year. We renewed our insurance with Great American until the end of this calendar year, but in January we will likely be switching. Motioned to accept by Andy, seconded by Tom, all in favor (absent Abigail, Briana, Meg, Steve).

BOARD ADMIN & PLANNING

A. CBLD Contract Renewal

The Board discussed our continued engagement with CDS consulting's CBLD program. For the annual engagement we receive support services surrounding governance and other areas as needed. Additionally, we receive facilitation for an annual retreat. Discussion of the pros and cons of our engagement with CDS will continue next month. Our renewal is due in November.

B. Committee Reports

- Branding Committee: Damien will complete a brand brief to state goals coming out of the rebrand. When it's complete he will present it to the board and discuss the process, and make sure everyone has an opportunity to give their input. We will also organize member forums to discuss the rebrand. We are still in the information gathering stage.
- Board Perpetuation Committee: Potential board candidates were discussed. The deadline for application is this Friday.
- Nothing to report for the Garden Committee.

C. Upcoming Dates

- 10.17 CBLD Call
- 10.18 Board Packet Due
- 10.25 October Board Meeting
- 11.16 Annual Member Meeting

BOARD EDUCATION & OUTREACH

A. Fall Meeting

Jeremy spoke with Adam of My Lucky Tummy about catering. His restaurant will be opening around the time of the board meeting so perhaps he won't be able to be involved personally, but he is going to put us in touch with a Syrian refugee family from Aleppo to cook. In Jeremy's column in the New Leaf he asked members to bring a canned good to donate to the Food Bank, and if we hit quorum we'll double it. The agenda is in the bylaws, and reports will be reviewed a week ahead of time. We need final audit numbers before the treasurer's report and GM report can be completed. From 6-6:30 we'll serve food and start business at 6:30. Damien will do a presentation on the rebrand, and patronage dividends will be discussed, with the first actual patronage return being announced. John would like each board member to get 10 members they know to come to the board meeting in order to help us meet quorum. We still need to figure out the details of sign-in procedure.

BOARD MONITORING

No board monitoring report this month.

ADJOURNED: 7:34 PM