

**SRFC BOARD OF DIRECTORS MEETING**  
**August 25, 2015 6-9 pm**  
**Minutes**

**Syracuse Real Food Cooperative Ends Policy:** *The Syracuse Real Food Cooperative is a sustainable, thriving, cooperative commerce in our local community centered on an excellent grocery store built upon participation and ownership.*

**Meeting Ground Rules:**

- Assume everyone wants the best for the Co-op and community.
- Make a personal commitment to making a positive contribution. Be aware of yourself and how what you feel, say and do impacts others.
- Truly listen to others' views with curiosity and without interruption.
- Be willing to understand and explore diverse views, not just defend your own.
- Do not dominate the meeting time. Seek balanced participation among directors. Adhere to time allotments.
- Use a "parking lot" for important ideas and issues not directly related to the topic.
- Have fun.

**Meeting Guidelines for Guests:**

**We welcome members of the Co-op to attend Board meetings as guests.**

- The Board meets once per month. To help us be efficient in our work, the Board follows a carefully prepared agenda. We ask that all guests be respectful of the Board's process and not interrupt during discussions and voting.
- We welcome your questions and comments during our Member Forum item on the agenda. Please limit your comments to five minutes. If you feel that five minutes is not enough time, we ask that you request an agenda item be added to the following meeting so that the Board may allow the appropriate time to hear your comments.
- Requests for information and answers to questions from the Board of Directors may be discussed at a following meeting. The Board speaks with one voice and we want to make certain that we have given your comment the attention it deserves.
- The Board may decide that your concern is an issue that has been delegated to the General Manager, and therefore refer you to the GM for next steps or response.
- Some of the information discussed at Board meetings is related to confidential information. We reserve these conversations for Executive Session, and will request that guests excuse themselves during this agenda item.

**Minutes submitted By:** Debra Lee Gertz

**Present:** Meagan, Andrew, Steve, Thane, Deb, John, Jeremy

**Absent:** Julie, Larry, Abigail

**guest:** Tom Taylor considering candidacy.

**Meeting commenced:** 6:04pm

**Meeting adjourned:** 8:06pm

**Agenda Review:** approved with the addition of discussion on board retreat topics.

**Check-In:** Go around/sharing

**July Meeting Minutes:** Andy moved to accept, John seconded, Thane abstained, All in favor.

**GM FYI Reporting:**

Leah is gone and will be missed and Jen is returning. Scott is doing all scheduling. The upper management is doing front end work. We are still working out the bugs for Rosie delivery service which has been a lot of work. The 3 door freezer got fixed and the beer cooler is getting fixed tomorrow. Eat to Live is hoping to open 10/1 and Jeremy is stepping in as a consultant independently. The margins look good. We are experimenting with providing beer for weddings. Produce has maintained even during the farmers market season. The key indicators look good except for cash on hand which is better than July.

**GM Monitoring:**

B3 Financial Condition-Thane moves to accept, John seconds,  
Discussion-Jeremy used B1 Financial Condition version which allows for more and simplified graphs.  
The audit is coming up September 23, 24, and 25. Audrey will be here with hopes of sharing time with the Board. The monitoring report was approved with all in favor. Thank you Jeremy.

**Board Outreach and Education:**

Annual Meeting-Monday November 2 at the Westcott Community Center. New Leaf content is needed by September 2 and will be mailed out by September 11. September 3 is deadline date for candidates to join the ballot. We will make the check in process for the General Membership meeting smoother and easier. An Organic Valley speaker will be lined up and My Lucky Tummy is open to catering the event. We agreed that we need more time for QandA when the agenda comes out.

Board Perpetuation- Julie is on fence about continuing on the board as she has concerns about scheduling and the potential of other candidates stepping up. We are all encouraged to invite candidates to join the ballot.

Member Forums- Agenda items identified last time: member engagement, strategic issues, movement toward expansion.

Options for discussion- values, motivations for being part of coop, what appreciate about our coop, what want from our coop, sustainability, alternative to discount structure, vision and goals for expansion, what models other coops are using. Plans to get an info graphic together to help facilitate the forums.

Meagan is drafting an article for the New Leaf. Please read and give feedback. And finish the doodle poll regarding dates of member forums.

**Board Admin Matters:**

added Retreat Topics- Options- Rosemarie teach Board 101. Big picture issues- where the Coop fits into our community? The next steps to engage a market study. SWOT (strengths weaknesses opportunities threats) analysis with the board and staff.

Streamlined Policy Register- We had a discussion of the proposed changes and read through to C2 Accountability of the Manager. We will pick up from there next time. Steve raised motion to accept the changes to section B of the policy register. Andy seconded. All in favor, none opposing, none abstaining.

Proposed Revision to Bylaws- continued from last time - Meagan clarified with written summary of proposed changes. The question regarding electronic balloting needs more research. Thane moves to accept the revisions and submit to the membership, John seconds. All in favor, none opposing, none abstaining.

**Board Monitoring:** none due

**Bike Rack:**

Clarify General Membership meeting check-in process.  
Continue reviewing the streamlined Policy Register.