

Meeting Minutes
SRFC BOARD OF DIRECTORS MEETING
March 18, 2013
6:00 p.m. – 8:30 p.m.
512 Jamesville Avenue, Syracuse NY

Present: Thane Joyal, Dan Sanders, Amanda Wada, Larry Rutledge, Karl Newton, Julie Longmore, Tom Perreault, Travis Hance.
Excused: Jamie White, Chris Fowler

	Topic	Board Action/ Outcome
1.	Arrive, visit, make a plate, settle down to work	
2.	Preliminaries a. Welcome and Ends Reading b. Distribute meeting packets (to those who didn't pick them up) c. Ground Rules & Guest Meeting Guidelines d. Agenda Review	Meeting called to order at 6:15. Acknowledged Ground rules read by Tom Due to scheduling, the agenda was abridged. Items 5a and 5c were removed. Removed item 6 and items 7b and 7c.
3.	February Meeting Minutes	Motion to accept February minutes as submitted made by Karl, seconded by Dan: All in favor.
4.	Expansion Preparation b. Complete Expansion Readiness Checklist from Expansion Toolbox	Collaboratively completed Expansion Readiness Checklist. [See attached results]
5.	GM Reporting a. Store Report b. GM Monitoring: Management Continuity c. GM Monitoring: Ends	Acknowledged. Read by Travis. [See attached] Discussion: 1. Because of non-compliance of Financial Monitoring Report in February, the Board requested a correction plan. Until compliance has been met, the GM will provide a financial table, based off of the correction plan, with the following data in future store reports: Where we are, where we are as compared to the correction plan, where we are coming from. (Reports to include monthly financial data beginning Feb '13 through date of report, and historical data from the same month previous year.) Acknowledged and deferred. Report was received 3/16/13. Acknowledged and deferred. Report was received 3/18/13.

6.	Board Administrative Tasks	No action. Removed from agenda
7.	Board Self Monitoring a. Code of Conduct D5	Code of Conduct form acknowledged, reviewed, and signed.
8.	Executive Session	Motion to authorize hiring of Carolee Colter on behalf of Board of Directors to advise Board on managing General Manager, not to exceed 5 hours made by Amanda, seconded by Tom. All in favor.
10.	Parking Lot	Continuing: 1. B8 Environmental Policy: Consider removal 2. Annual Meeting planning 3. Guest Guidelines improvements New: 4. Management Continuity – staff continuation plan in case of emergencies 5. Remove Policy D5.8
	Adjourn	Motion to adjourn made by Karl, seconded by Tom: all in favor. Meeting adjourned at 8:30.

Tasks

1. Travis to leave information for “What If…” series in Director’s mailboxes with SRFC name tags.