



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 25, 2018

MINUTES

Board Meeting Commenced: 6:18 pm

Location: Deb's house

Present: Meg, Deb, Andy, John, Colleen, Jeremy, Jen

Absent: Michael, Anthony, Abigail, Rich

PRELIMINARIES

Ends: waived

Ground Rules/Guest Rules: waived

AGENDA REVIEW

Items D.3 & D.6 postponed. GM Report moved before Voting Agenda. Times were adjusted to accommodate Executive Session at the end of the meeting.

GM FYI REPORT

Owner Update: This year's member drive was wildly successful. Many signed up for student memberships. We are getting less senior memberships.

Staff Update: Open enrollment is next month with benefits being extended to another employee.

Marketing/Advertising Update: There will be an ad placed in the Daily Orange around the Wake Forest game.

Major Expenditures: No major expenditures. We are high on inventory at the moment.

Special Events/Things of Note: Jeremy & Scott attended a retreat in Portland, Maine about member engagement. They came back with an action plan that includes revamping the new member packets, orientation for new board members, a quarterly new member orientation to promote engagement, and creating a "top of the truck sale." The sale would enable co-op customers to purchase cases of staple and basic food items such as cereal, pasta, and canned goods, to be donated to local food pantries and other organizations. Assumption Food Pantry will be the first organization we work with. This program will be launched in December. The board asked whether these donations will be tax deductible and suggested that we should have answers for people who might ask about this.

Financial Reporting: Monthly margins are fine, key indicators in compliance. There was 10% growth in September. We are up 1.5% in sales with strong net profit.

VOTING AGENDA

Meeting Minutes: Deb moved to accept, Colleen seconded. An amendment was added to the executive session notes, to say that the board voted to accept the annual GM evaluation. All in favor (Andy abstained).

B.7 GM Monitoring Report: Andy moved to accept, seconded by Meg. The board was happy with the revamped report and the inclusion of added information. All in favor.

B.8 GM Monitoring Report: John moved to accept, seconded by Colleen. The board gave Jeremy feedback on the scale included in the report - specify whether it is 4.6/5, 4.6/10, etc. All in favor.

D.7 Board Monitoring Report: John moved to accept, seconded by Andy. The board agreed to accept the report noting that items 4-5 are underreported but adequate for the purposes of this report. Discussed options for changing the member equity requirement. All in favor.

ENDS REPORT

The board is satisfied with this draft of the report. Jeremy feels comfortable submitting it for a vote but is willing to make more adjustments if need be. He will publish the report next year, potentially including it in the new member packet. Meg moved to approve the report, seconded by Andy, no further discussion, all in favor.

DISCUSSION AGENDA

Annual Meeting Recap: The board discussed the need to make it clear that the annual meeting is a family friendly event, and considered opening the event up to the public next year. It was suggested that the meeting be shortened and to consider a different venue or to improve the feel of the space if we stick with the Westcott Theater. There should be more budgeted for it next year. It was ultimately deemed successful.

Draft 2019 Calendar: The calendar will be kept as is for the most part. The fall meeting planning should begin earlier. There was also discussion of holding the fall meeting earlier in the year, or of making the spring meeting the important annual meeting. It was suggested that there could be more of a focus on board education and that board member onboarding should be prioritized next year. Jen will draft a calendar for review at the November board meeting.

Assign Meeting Locations - November & December: Colleen volunteered for November and Andy volunteered for December.

CBLD Engagement: The board voted to resubscribe to CBLD on the grounds that it is subject to financial assistance.. Meg moved to accept, seconded by John, no discussion, all in favor.

Adjourned: 8:00 pm