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SCM BOARD OF DIRECTORS MEETING

May 3, 2022

MINUTES

Board Meeting Commenced:

Location: remote - Zoom

Present: Meg, Colleen, Gabby, Abigail, Jen, Jeremy, Leah (guest), Katie (6:30p)

Absent: Noreen, Rich

PRELIMINARIES

Ends: Waived

Ground Rules/Guest Rules: Waived

AGENDA REVIEW

Board members, Jen and Jeremy introduced themselves to Leah, a guest interested in joining the board. Meg gave an overview of the board meeting structure & policy governance.

VOTING AGENDA

March Minutes: Colleen moved to approve the March minutes, seconded by Meg. Gabby abstained (absent from Match meeting), all board members present voted in favor (absent from vote: Katie, Noreen, Rich).

New Members: Meg moved to accept the new members as listed in the FYI report, seconded by Gabby. No discussion. All members present voted in favor (absent Katie, Noreen, Rich).

GM REPORTING

Jeremy reviewed financial metrics and sales for the past month; the Co-op recently had its second best sales week ever, and the Hamilton production at the Landmark helped boost sales at the Salina store. Jeremy is working with consultants to draft a layout reset for the Salina store. We have a new interim Prepared Foods Manager, Kristen, who was an internal hire, and Nyasa, a former employee, will be returning to work in the Prepared Foods department as well as clerking at Kensington. The first batch of our collaboration with Underground Beer Lab will be released this week. NCG's \$10 off \$40 coupon will be hitting mailboxes in select geographies this week, and it is fully funded by NCG. Meg asked for an update about Double Up Food Bucks; Jeremy said that there has been improvement in rates of redemption and there have been many sign-ups, but there is not much data to report at this time. Jeremy explained the program to Leah.

DISCUSSION AGENDA

Conflict of Interest Declarations: none

FY23 Budget & Business Planning: There will be a meeting with Hether Freyer (Columinate/CBLD), Don Moffit (Columinate/Budget Consultant), Jeremy and Gabe (Store Manager) immediately following tonight's Board meeting; all board members invited to stay for the discussion. Meg would like to organize an ad hoc committee to look at the next budget draft, in advance of the May board meeting; Colleen volunteered to participate, and Rich will also be involved.

Staff Treatment Survey: The staff survey will be released later this week via Beekeeper, and Jeremy will follow up with staff to ensure completion if necessary.

Committee Reports:

- **Board Perpetuation Committee:** Leah is a potential board candidate, and there are two other prospective members the board is considering. The committee would like to have at least 9 members on the board and can hopefully begin filling vacancies next month. The committee is also considering reaching out to top Co-op shoppers to see if they would be interested in serving on the board; Gabby and Katie volunteered to make calls to members.
- **Executive Committee:** The CBLD meeting for May will be set soon and anyone is welcome to join. The committee is planning on having a check-in meeting with the Allyn Foundation and are working on developing an agenda and talking points for that.
- **Policy Update Committee:** Colleen created a charter proposal for the Policy Update Committee. This committee would do a comprehensive update to the policy register. Colleen will be the chair, Meg will serve

on the committee, and Jeremy would also like to be involved. Meg moved to approve the charter, seconded by Katie. No discussion. All board members present voted in favor (absent Noreen, Rich).

Board Policy Monitoring: Meg reminded board members to complete the Code of Conduct monitoring report and the Board-GM Relationship report.

Adjourned: 7p