

**Oneota Coop Meeting
May 26, 2020
Held via Zoom**

Board Members Present: Scott Hawthorn, Scott Timm, Detra Dettmann, Andy Sassaman, Hannah Breckbill, Michelle Barness, Bill Iverson

Board Members Absent:

GM Present: David Lester

Co-op Staff :

Member/Owners Present: Jeanine Scheffert (Bd Admin Asst), arrived at GM report

1. Call to Order by Timm at 5:34 p.m.

2. Board Learning - New calendar - Dettmann reviewed the calendar. It was formatted to in excel, two version presented: full page and and landscape that is larger and could be put in

3. Member Comments and 4. Disposition of Member Comments - There were no member comments.

5. Agenda Review - Barness asked to add in Quarter 1 2020 expenses to agenda. Moved to item 7.

6. Approve Minutes from April 2020 - Motion by Barness to approve April 2020 minutes. Second by Sassaman. All ayes, motion carried.

7. Consent Agenda

Barness reported we only used 65% of our budget. This was used towards the administrative assistant and voting expense. We have not been paying for food or board development as originally planned. **Motion by Sassaman to approve Quarter 1 2020 expense report.** Second by Breckbill. All ayes, motion carried.

8. Reports

10.1 GM Report

Lester reported plan to reopen the store to the public on June 1. We were one of few Coops who closed doors to outside traffic.

Hired a new Deli Manager. Now have a hiring freeze in place. Some positions were Luther students so those remain unfilled. Reorganizing other staff positions.

Are on track to have the PPP loan be a grant. Will be open 10 - 7, and Tue Thur, Sat will have online with curbside pickup for the more vulnerable customers.

10.2 E1: Ends Part 1 (GM is doing this in two parts)

This was originally due in March so presentation was delayed. This report provides a years worth of data.

End 1: A retail source for food and other products that, to the greatest extent

possible, are organic, sustainably produced, locally grown and/or processed, and affordable. A business that encourages the expansion of sustainably grown local food sources.

Look at local sales in dollars. Peaked in 2016 but remained relatively flat. Organic sales have gone up. Affordability is tracked using SNAP data via EBT purchases. Was up in 2019 compared to 2017 and 2018. Board might consider some changes in offerings to make it more attainable for lower income folks.

End 2: A community that is educated about food and other products that are healthy for people and the environment.

Was largely done by programming in the classroom which had declined, then we were going to partner with Vesterheim with Scandinavian cooking. This is on hold. Space will be used for repackaging bulk food as the pandemic has really affected the way bulk works. Looking at produce sales is another metric - strong growth last year and highlight of the store.

End 3: A business that promotes the development of cooperation and co-operative enterprise.

Look store sales (has been flat), number of new members (has been flat), but total members is growing. Equity is still strong.

Motion by Hawthorne. to approve Ends part 1. Second by Breckbill. All ayes, motion carried.

10.3 L10 Board Logistical Support

This checks to see if board members feel they are being supported. By and large yes. Room to improve overall board filing cabinet. Dettmann would like to see how other boards have their board files organized. Hawthorne suggested also checking on board member compensation from other Coops. Lester stated there are retreats where board members can interact with each other.

Motion by Hawthorne. to approve Board Logistical Support . Second by Sassaman. All ayes, motion carried.

10.4 L Global Executive Constraint

This is a review of a year's worth of reports and compliance. There was compliance in most policies. Note that non-compliance is not something bad, but does draw attention to watch. Most issues with coops tend to be in the financial realm and are often when there are no audits or financial reviews.

Motion by Barness to approve L Global Executive Constraint report. Second by Breckbill. All ayes, motion carried.

10.5 L9 GM Succession

This is very important this year, but we are also well prepared for things to be covered if something were to happen to the GM. Survey given to the Successors, and this year's score was the highest it's ever been, so good sign.

Motion by Sassaman to accept the L9 GM Succession . Second by Barness. All ayes, motion carries

10.6 Global Governance

This report is a review of governance compliance. Overall last year the board had compliance in all areas except in 3 instances. Timm noted his name should have been attached to the compliance data for G7. **Motion by Sassaman to approve the Global Governance report.** Second by Barness. All ayes, motion carried.

10.7 G4: Board Code of Conduct

Motion by Sassaman to Approve G4: Board Code of Conduct. Second by Dettmann. All ayes, motion carried.

We have a great board. We received everyone's code of conduct, reviewed and signed.

9. Action Items

9.1 Store Reopen Plan

Motion by Barness to approve Store Reopen Plan. Second by Iverson. All ayes, motion carried.

Co-op will be opening to the public June 1. We will be open 10am-7pm, 7 days a week. Mask wearing will be encouraged but not required. Co-ops are seeing that over 80% of people coming in are wearing masks. Signs will highlight sanitization and social distancing. We have elevated cleaning procedures with a person cleaning and wiping down surfaces throughout the day.

10. New Business

GM Search Update

GM Search Committee will find a time to meet next week and search will be opened next week. We have a tool kit. Timm leading committee. Committee to include Dettmann, Hawthorn, Sassman, and Iverson.

13. Next Meeting Reports Monitoring & Other

13.1 [G5 - Hawthorn]

13.2 [D1 - Sassaman]

13.3 [G1 - Timm]

14. Next Meeting - Tuesday, June 30 at 6:30 p.m.

Note this is an hour later than previous meetings. Board may meet at 6:30 pm in summer months. Barness' child will be due so she will not be at June meeting.

Board is in favor of meeting in person and will find a place to do so in a physically distanced manner.

15. Executive Session - none

16. Meeting Evaluations - done via internet

17. Adjourn

Meeting adjourned at 7:06 p.m.