

**Oneota Community Co-op
Minutes for Regular Board Meeting**

June 30, 2020

6:30 PM

Humble Hands Harvest - 2741 Hidden Falls Road, Decorah

Board Members Present: Scott Hawthorn, Scott Timm, Detra Dettmann, Andy Sassaman, Hannah Breckbill

Board Members Absent: Michelle Barness, Bill Iverson

GM Present: David Lester

Co-op Staff Present: None

Member/Owners Present: Jeanine Scheffert (Board Administrative Assistant)

1. Call to Order

Timm called the meeting to order at 6:31 p.m.

2. Board Learning

Breckbill welcomed everyone to Humble Hands Harvest and provided a brief history of the operation and how it evolved from a conventional cornfield to one that now grows 2 acres of vegetables, sheep, and pigs and is inspired by regenerative ag and the vision of grazing the living soil and perennializing the landscape.

3. Member Comments

None

4. Disposition of Member Comments

None

5. Agenda Review

Motion by Hawthorn to approve the amended agenda with addition of report on electronic board filing and board member compensation findings. Second by Sassaman.

All ayes, motion carried.

6. Minutes from May 2020

Dettmann has additional edits to the May minutes. These will be presented at the July meeting for approval.

7. Consent Agenda

None

8. Reports

8.1 GM Report

Lester reported the store now opens at 9:00 a.m., an hour earlier than before. Hours will continue to be 9 am – 7 pm for time being. Sales have improved since reopening the store to customers. In addition, labor has been restructured in a response to operational changes resulting in increased efficiencies. The Coop has a new partnership with The

Landing which will feature many of our products. This may also provide a nice gateway for visitors to discover our products and then come check out our store.

8.2 E1: Ends Report by GM, Part 2

Highlights from the report include the increase in energy efficiency resulting from the remodel, high satisfaction rate expressed by employees, and more than \$10,000 donated to local organizations through the round up campaigns. **Motion by Dettmann to approve E1: Ends Part 2.** Second by Hawthorne. All ayes, motion carried.

8.3 L1: Customer Treatment

Data for the report came from mystery shopper reports, customer surveys, and other trend data. **Motion by Sassaman to approve L1: Customer Treatment report.** Second by Hawthorn. All ayes, motion carried.

8.4 L4: Membership

Membership data was reviewed. **Motion by Dettmann to approve L4 : Membership report.** Second by Sassaman. All ayes, motion carried.

8.5. D1: Unity of Control

It was noted how important for board to speak as a group rather than one person giving direction as well as the importance of being thoughtful and careful in how we respond to concerns from customers. **Motion by Dettmann to approve D1: Unity of Control report.** Second by Breckbill. All ayes, motion carried.

8.6 G1: Board Code of Conduct

Motion by Sassaman to approve G1: Board Code of Conduct. Second by Dettmann. All ayes, motion carried.

9. Action Items

9.1 EIDL Loan Update

Timm worked with Niki to apply for and receive a \$10,000 EIDL forgivable loan

9.2 Alternative staff survey from Third-Party Administered survey for September Policies

Discussed how it would be good to invest funds into a third-party survey next year when we have a new GM. This was typically done in even years in the past. **Motion by Sassaman to have consultant staff survey on odd years, co-op led staff surveys on even years.** Second by Dettmann. All ayes, motion carried.

10. New Business

10.1 GM Search Update/Timeline/Addition of Member

The timeline was shared with the board. Committee consists of Timm, Hawthorn, Dettmann, and Barness as board members and Evenrud as a non-voting staff member. Plan is to have the announcement out in July. Motion by Sassaman to **approve GM**

Search Proposed Timeline and Budget of Up to \$3,000. Second by Hawthorn. All ayes, motion carried.

10.1 Report on board electronic document storage and board member compensation

Dettmann shared her initial findings from two other Co-ops thus far. Both Coops handle these items differently from each other, which are also different from what our Coop is doing. She anticipates having more data for the next meeting.

10.3 Gift for Barness

Board member Barness recently had a new baby. **Motion by Hawtorne to give Barness a \$50 Co-op gift certificate using Board Funds.** Second by Breckbill. All ayes, motion carried.

11. Next Meeting

11.1 Date and time for next meeting is Tuesday, July 28th at 6:30 p.m.

Report assignments:

11.2 [L5: Financial Condition - GM]

11.3 [D2: Accountability of GM - Hawthorn]

11.4 [D3: Delegation to the GM - Timm]

12. Executive Session

Board went into Executive Session.

Motion by Dettmann to adjourn Executive Session. Second by Hawthorne. All ayes, motion carried. Executive session adjourned at 8:43 p.m.

13. Meeting Evaluations

Complete online

14. Adjourn

Meeting adjourned at 8:45 p.m.