

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

August 25, 2020

6:30 PM

Phelps Park #3

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

Board Members Absent: Michelle Barness

GM Present: David Lester

Co-op Staff : None

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

1. Call to Order

Timm called the meeting to order at 6:38 p.m.

2. Board Learning

None

3. Member Comments

None

4. Disposition of Member Comments

None

5. Agenda Review

Motion by Hawthorn to approve agenda. Second by Sassaman. All ayes, motion carried.

6. Minute Approval

Motion by Hawthorn moved to approve minutes of the July 2019 meeting. Second by Breckbill. All ayes, motion carried.

7. Consent Agenda

None

8. Reports

8.1 GM Report

Lester reported the last three weeks of sales have been above last year's sales. He also reported on upcoming marketing strategies, cash forecast and on labor. Performance wise, if look at numbers from previous years - sales per labor hour, labor budget, sales growth - overall, look good.

8.2 G5: Board Committee Principles

Motion by Dettmann to approve G5: Board Committee Principles report. Second by Sassaman. All ayes, motion carried.

9. Action Items

None

10. New Business

10.1 GM Search Update

Timm reported Kristin Evenrud has joined the committee and we're using same system the store does to gather resumes, send responses, etc. We have a process mapped out and recently sent a letter to staff to better inform them. We developed an anonymous 3-question survey for staff. Questions are 1) What qualities or qualifications are important to you in a new GM? 2) What would be a good question for the GM search committee to ask? 3) What else would you like to share?

The committee is developing the scoring matrix to score candidates. Next will be a focus on interview questions, interview protocol, and adding additional representatives to the interview committee to gather more perspectives.

11. Next Meeting

11.1 September meeting will be held September 22 at 6:30 p.m. Location to be determined.

11.2 Reports for September meeting

L2: Staff Treatment - GM

L3: Compensation and Benefits - GM

12. Executive Session

None

14. Self-Evaluations

Done via internet

15. Adjourn

Motion by Hawthorn to adjourn meeting. Second by Breckbill. All ayes, motion carried. Meeting adjourned at 7:20 p.m.