

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

December 22, 2020

5:30 PM

Virtual Meeting

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

**Board Members Absent:** Bill Iverson arrived at 6:00 PM

**GM Present:** David Lester

**Co-op Staff:** Nate Furler, Kristin Evenrud

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

**1. Call to Order**

Timm called the meeting to order at 5:34 p.m.

**2. Board Learning**

None

**3. Member Comments**

None

**4. Disposition of Member Comments**

None

**5. Agenda Review**

**Motion by Hawthorn to approve amended agenda with addition of “2021 Board Calendar”.** Second by Sassaman. All ayes, motion carried.

**6. Minute Approval**

**Motion by Sassaman to approve minutes of the November 2020 Board Meeting and November 2020 Executive Session.** Second by Dettmann. All ayes, motion carried.

**7. Consent Agenda**

**G3 : Agenda Planning : Motion by Beckbill to approve Consent Agenda item G3 : Agenda Planning report.** Second by Hawthorn. All ayes, motion carried.

**8. Reports**

**8.1 GM Report**

This is Lester's 129<sup>th</sup> and final board meeting. Lester thanked the board and stated he felt every board he has worked with during his time have been a real joy. The store operations continue to be adjusted in response to how COVID had impacted certain departments. There are still some customers utilizing the online ordering and it was used more heavily during the holidays.

**9. Action Items**

**9.1 Acting GM Contract Extension Approval**

**Motion by Dettmann to Approve Acting GM Contract Extension.** Second by Barness. All ayes, motion carried.

## **9.2 GM Computer Purchase**

**Motion by Hawthorn to Approve of Lester purchasing the computer he has being used at the Co-op.** Second by Sassaman. All ayes, motion carried. The computer is 2 years old and will not suffice for what is needed for graphic design. IT will first remove all company files from the computer and wipe all data. Furler will continue using his current computer as he steps into the GM role.

## **10. New Business**

### **10.1 Nominations progress report**

There has been one application received so far. Applications are due in January.

### **10.2 Employee Gift Amendment**

**Motion by Hawthorn to approve an additional \$5 per employee for employee gifts from the Board.** Second by Iverson. All ayes, motion carried. It was confirmed that the funds are available within the Board budget.

### **10.3 2021 Board Calendar**

If there is anything Board wants on the 2021 calendar, send it to Scott Timm. Next year planning on strategic planning sessions. Would be great if we could do some of this in person, so may not schedule until late summer or next fall.

## **11. Next Meeting Reports**

### **11.1 Report Assignments for January meeting**

- **G2 Board Job Description** (Board: Barness)
- **L8: Communication and Counsel to the Board** (GM: Furler)
- **L6: Budgeting and Financial Planning** (GM: Furler)

## **12. Next Meeting Date**

Tuesday, January 26, 2021 at 5:30 pm, held virtually.

## **13. Executive Session**

None

## **14. Board Meeting Self Evaluations**

Done via online

## **15. Adjourn**

Meeting adjourned at 6:25 p.m.