

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

June 27, 2023

6:30 PM

First Lutheran Church Fireside Room

Board Members Present: Bailey Lutz (presiding), Brennan Allsworth, Bill Iverson, Detra Dettmann, Aaron Detter, Hannah Breckbill

Board Members Absent: Scott Timm

GM Present: Nate Furler

Co-op Staff: None

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

Call to Order Lutz called the meeting to order at 6:33 p.m.

Motion by Detter to approve agenda. Second by Iverson. All ayes, motion carried.

Board Learning - Board reviewed the “Delegation” policies that will reported on at the July meeting: D2: Accountability of the GM and D3: Delegation to the GM.

Dettmann reported on the training she attended through Columinate, Navigating GM Compensation and Evaluation. One of the key takeaways was to think of GM compensation and GM evaluation as two disconnected things, with evaluation looking at past work and compensation looking forward, encouraging GM to do their best work and be excited to come to work every day. Columinate also encouraged the board to lean on GM to lead the compensation discussion by making a proposal based on what they feel is both appropriate and affordable to the co-op. Furler is currently in a 2-year contract, up for renewal in 2024.

Board will look to see if someone is still tracking the monitoring table template that Hawthorn monitored previously. This table monitors all the GM reports.

Member Comments - Craig Watson was in attendance. He worked with local food systems and retired from Sysco. He’s excited to hear about the food hub and to be living in NE Iowa. Board & Board Administrative Assistant introduced themselves and welcomed Craig to the meeting.

Motion by Iverson to approve the amended June 2023 Meeting Minutes with the following corrections: remove information about PPP funds, clarify one apartment will be available to rent, and new payroll software is Paychecks. Second by Allsworth. All ayes, motion carried.

Policy Monitoring - D1 Unity of Control policy is tabled until July.

G1 Governing Style - Lutz reports compliance in all but G1.4, in which partial compliance is reported: although there is verbal reporting on process and performance of board meetings, the board has not been formally documenting self-evaluation recently.

L1 Customer Treatment - Furler reports noncompliance on L1.1.1 due to not completing an owner-customer survey. Furler wanted to revamp this survey over the past years but has not had the opportunity to do so. He will move forward with this survey as is rather than wait for time to completely revamp it. The merchandising policy will also be revamped. This will include discussion with the leadership team and looking at merchandising policies of other co-ops for ideas. One of the topics of discussion will be the co-op's definition of "local." Is it too narrow? We don't have access to any local meat processing, for example, with our current definition. We do want to continue to focus on our hyper-local producers and continue to build infrastructure, but also need to look holistically at what is available to us within our strict definition. All else is compliant.

L4: Membership - Furler reports full compliance for L 4. Data is secure and not shared. Proper systems are in place, including credit card compliance and membership systems locked down, and IT manager verified in writing.

L10: Board Logistical Support - Furler states this report is in partial compliance. Furler asked for board support in thinking of ways to better publicize the board meetings. Board discussed ways to "demystify the board meetings," sharing what members could expect if they choose to attend.

GM Report - Furler shared Co-op doing well financially. The first part of the year was good and there will be more details after inventory on Friday. Contractor started work on the basement breakroom and it will be complete before Nordic Fest. The fridge and freezer in the classroom have been replaced and already have groups interested in renting out the classroom space. The space will be available for private rental as well. Plans for our 50th anniversary underway.

Board Retreat Update - Timm will lead the board retreat from 1-5 pm July 9 at the Lingonberry.

Board compensation ad-hoc committee - Tabled until next meeting.

Fall Frolic – Will be held Thursday, August 10 at Luna Valley. Co-op will remain open during this time. This is a great time for board to connect to members and some staff.

Board Member Skills Assessment - Board will complete the skills assessment again. This is an opportunity to see what skills exist on the board, and if there are any skill gaps the board should look to fill.

July Meeting: July 25, 6:30, Fireside Room at First Lutheran

Policy Monitoring - D1: Unity of Control – Allsworth; D2: Accountability of GM – Dettmann; D3:

Delegation to the GM – Detter; L5: Financial Condition (Quarterly Report); E1: Ends; L6: Budgeting and

Financial Planning

Other Business - Treasurer Quarterly Report (through June) - Iverson

Motion by Breckbill to adjourn meeting. Second by Iverson. All ayes, motion carried.

Meeting adjourned at 7:52 p.m.