

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

March 19, 2024

5:30 PM

Co-op Classroom

Board Members Present: Bailey Lutz, Brennan Allsworth, Scott Timm, Bill Iverson, Hannah Breckbill, Detra Dettmann

Board Members Absent: Carl Peterson

GM Present: Nate Furler

Co-op Staff: None

Member/Owners Present: Jeanine Scheffert (Board Admin Asst), Nathan Dietzenbach, Piper Wood

Timm called the meeting to order at 5:29 p.m.

Motion by Allsworth to approve agenda. Second by Lutz. All ayes, motion carried.

During **Board Learning** board reviewed the Global Governance Commitment policy. Proposed changes to policy wording: *Remove “interpretation” and add “accordingly” and match language to regular policy style. Add “Accordingly, the board is meant to enact ends policy” instead of “we interpret this policy to mean”. Change bullets into G1, G2, etc. Remove “data” bullet point.* Policy wording changes will be voted on next month.

Motion by Iverson to approve the February 2024 Meeting Minutes. Second by Lutz. All ayes, motion carried.

G7: Board President’s Role policy compliance was discussed. **Motion by Allsworth to approve G7: Board President’s Role reporting compliance.** Second by Dettmann. All ayes, motion carried.

G8: Vice President’s Role policy and compliance was discussed. **Motion by Lutz to amend policy wording by striking “her/his” and replacing with “their” and changing 8.2.1 to “on a monthly basis the board VP shall ensure the results of both the GM and Board policy monitoring, including potential topics for policy discussion are compiled and kept in a summary form for GM evaluation and Board self-evaluation and learning.** Second by Allsworth. All ayes, motion carried. **Motion by Breckbill to approve G8: Vice President’s Role reporting compliance.** Second by Lutz. All ayes, motion carried.

G9: Treasurer’s Role policy and compliance was discussed. **Motion by Breckbill to approve G9: Treasurer’s Role reporting compliance.** Second by Allsworth. All ayes, motion carried.

Board discussed how long it had been using Hacker & Nelson for audit. GM agreed it is good to have comparison bids and new eyes on occasion, but a challenge is that there are not a lot of options in Decorah.

G10: Secretary's Role policy and compliance was discussed. **Motion by Breckbill to update policy language by replacing "her/his" with "their"**. Seconded by Lutz. All ayes, motion carried. Full electronic meeting packets distributed are not currently shared with minute-taker. Dettmann will give access to minute-taker and keep executive session minutes separate per policy. "Packet" can be interpreted as the electronic packet of documents. **Motion by Iverson to approve G10: Secretary's Role, reporting compliance**. Second by Allsworth. All ayes, motion carried.

During **GM Report Furler** reported the extra day in February this year made up for loss of sales in January and we are back on track, ahead .08% in sales. Store is slightly understaffed, making us light in labor, and looking to fill positions. Unseasonably warm weather also means more visitors and more sales. New cellular internet system is up and running with a new device through Lumen (CenturyLink). Instead of two land-based lines and a hotspot for backup, this gives us backup through any cellular provider, using the network that is strongest at the time needed. Registrations for the annual meeting are slowly coming in. A staff member is leaving for a different opportunity that is great for them. With this change we are restructuring to have two center store co-managers, one spearheading the front end and one focusing on grocery, ordering, and merchandising. The departing staff member was also secondary GM successor. We do not yet know who will replace them in this role, but we have NCG, Columinate, and a good primary successor, so we have a little time to figure that out. The deli island will be replaced in 4-6 weeks with new shelving. We're seeking estimates to change the basement walk-in coolers for more freezer access. We're working with master gardener volunteers to plant and maintain Water Street Park. This park is city property, but it is good for us to make it look good. We're working to get holes patched and things touched up in the store and will power wash the outside of the store. Marketing is working on the annual meeting and report and getting started on a video series we received a Travellowa grant for.

Annual Board Meeting Agenda was discussed. The agenda will include a welcome, call to order, possible mention of mission and ends, Grow the Good report, election results, and potential vote on board compensation amount, dependent on election results. Members in good standing who have not yet voted will have an opportunity to vote during the first part of the meeting. New board members will be announced. There may be space in the meeting for local cooperative businesses to speak as well as table at the event. FootNotes will be playing that evening. President's report will talk about potluck, fall frolic, and Grow the Good campaign.

Upcoming Training Opportunities in April were shared including: April 2 - Leadership Learning Circle - Intentional Communication, April 20 - Foundations for Directors 101, April 23 - Leadership Learning Circle - Change and Resistance: Am I Immune to Change?, April 28 - Board Presidents Roundtable

Board reviewed the transition procedure, orientation for new board members. Board Procedures Manual outlines the specific protocol for transitioning current board with new board and transitioning officer roles. Timm and Dettmann are available to help orient new members. New board members will

also be paired with current board members as mentors. VP will schedule orientation session with new board members.

Next meeting to be held April 23 at 5:30 p.m. in the Co-op Classroom.

Motion by Breckbill to adjourn meeting. Second by Iverson. All ayes, motion carried. Meeting adjourned at 6:36 p.m.