

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

Tuesday, November 25, 2025 6:00 pm, Co-op Classroom

Board Members Present: Brennan Allsworth, Hannah Breckbill, Amy Grinna, Steph Hughes, Piper Wood, Carly Zierke

Board Members Absent: Erin Shaw

GM Present : Nate Furler

Co-op Staff Present :

Administrative Assistant Present: Alison Blake

Member/Owners Present:

Call to Order

Wood called the meeting to order at 6:01 pm.

Agenda

Wood requested to delay the General Manager evaluation until the December meeting during the executive session. *Allsworth motioned to approve the agenda as edited, Grinna seconded. All ayes, motion carried.*

Consent Agenda

None.

October Minutes

Breckbill moved to approve October minutes as written, Hughes seconded. All ayes, motion carried.

Member Comments

None.

Board Learning

G3: Agenda Planning

Where it mentions "As outlined in Policy D4.6" should be updated to D4.5, as this change was made during the October session.

Policy Monitoring

L2: Staff Treatment

L2.2 Discussed compensation review processes and the importance of using survey data to inform decisions. Workplace safety metrics and workers' compensation trends were reviewed. Currently, the total number of recorded injuries for OSHA is non-compliant at 4, when the benchmark is 3.9 due to a number of slips and falls.

L2.3 The Personnel Policy and Procedure Manual (PPM) requires updating and current operations continue to follow existing policies. An external HR audit is planned following completion of the revised PPM and potential resources were discussed to provide this audit.

Employee survey results were reviewed and showed overall improvement compared to 2024. The value of a third-party consultant for future surveys and benchmarking was also discussed so that employees feel free to share more information.

Breckbill moved to accept the L2, seconded by Allsworth. All ayes to accept the L2 report prepared by Furler including reporting L2.2 noncompliant, motion carried.

L3: Compensation & Benefits

Survey data from Columinate was reviewed to confirm overall compliance. Employee participation in the survey was 95%, and employee satisfaction showed continued improvement. A common theme in the survey is compensation, centered around evaluating the wage scale in comparison to regional and comparable employers. Furler noted the importance of balancing adjustments to the wage scale with opportunities for employee advancement, while being mindful of wage compression and overall financial impact.

An analysis by NCG was completed in October 2025 regarding Supermarkets and other Grocery Stores that showed the coop's workforce composition and cost considerations to use for guidance in future planning.

Breckbill moved to accept the L3, seconded by Hughes. All ayes to accept the L3 report, motion carried.

D4 : Monitoring GM Performance

D4.6 The evaluation timeline did not meet the policy deadline due to moving the evaluation to December.

Breckbill moved to rename D4.6 to D4.5, seconded by Hughes. All ayes, motion carried.

Breckbill moved to accept noncompliance for D4, seconded by Allsworth. All ayes, motion carried.

L7 : Asset Protection

Furler reports that the organization is currently in compliance. Required dates and records are maintained and updated on an ongoing basis, with much of this work addressed through the annual review or audit process.

Furler further reports growth in both membership and customer transactions compared to 2024.

Allsworth moved to accept compliance for L7, seconded by Zierke. All ayes, motion carried.

Board Development Committee

There have been continued efforts to identify relevant training opportunities, with risk assessment noted as a current focus following the board skills matrix. Ideas were shared for increasing engagement, including “Coffee with the Board” with consideration given to adjusting timing due to holiday and seasonal scheduling.

An overview of peer cooperative practices was shared, highlighting trends toward grant-based programs and community-focused funding and away from micro-loans. Many coops target support towards local producers and nonprofit partners. Other coops collaborate with partners on grants.

The board discussed the importance of clear grant guidelines, transparency, and accessibility of information, as well as the need for continued outreach and fundraising efforts for the Grow the Good grant. Alternate round-up program structures were reviewed, with the need to ensure that current practices align with the mission and capacity.

Board Nominations Committee

Grinna has joined the committee and Allsworth has been continually reaching out to people with the hope for a contested ballot to provide options for coop members.

Member Linkage Committee

The first miniseries meeting had strong participation, diverse perspectives, and great member-owner engagement. Appreciation was expressed for the planning and communication efforts supporting the series. The next session will be on December 2nd from 7 pm to 8pm. The board agreed to touch base regarding next steps and future opportunities early in 2026.

Discuss Board Learning Plan and Review Proposed 2026 Budget

The board discussed the board calendar, which includes policies to be monitored, recurring annual activities, and other responsibilities. They would like to add focused training for risk management and executive performance review throughout the year during appropriate times.

The proposed budget review process was discussed with a final vote to be held in December.

9.5 GM Report

Sales continue to perform strongly through October, exceeding budget and remaining ahead year-to-date, with sales up 5.43% compared to budget. Year-over-year growth has slowed due to last year's strong sales increases beginning in November, though the overall performance remains positive and the seasonal slowdown was anticipated.

Only the Special Order Fresh department failed to meet budgeted goals.

The coop has also increased the member-owner IOU limit to \$15, up from \$10.

Reminders

Member Linkage mini-series continues on December 2 at Pulpit Rock from 7pm-8pm. There will be more information posted on the blog.

The next potluck is December 18th at Good Shepherd Lutheran Church.

December would be a good meeting to consider having a consent agenda as there is a lot of material to cover and we want to make an efficient use of board member's time.

Wrap Up

The next meeting is December 29, 2025.

Grinna moved to enter executive session, Zierke seconds. All ayes. The open session adjourned at 8:15 PM.

Hughes moved to exit executive session, Breckbill seconded. All ayes.

Allsworth moved to authorize entering into a loan agreement with NCG for up to \$90,000 for a new POS system. Hughes seconds. All ayes.

Grinna moved to adjourn, Allsworth seconded. All ayes. The meeting adjourned at 8:46 PM.