

PORTLAND FOOD CO-OP Board of Directors
Meeting Minutes
August 28, 2018

Board Members Present: Rachelle Curran Apse, President; Julianne Baroody, Vice President; Melissa Emerson, Treasurer; Erin Covey-Smith, Secretary; Sarah Alexander; Timothy Lynch; Andrew Magoun; Chris Stacey; Megan Banner Sutherland

Board Members Absent: Elizabeth Chapman, Mary Malia

Also Present: John Crane, General Manager; Sarah Braik, Board Assistant

CALL TO ORDER

7:02 PM

1. WELCOME/CHECK-IN/ANNOUNCEMENTS

7:02 PM

2. AGENDA REVIEW AND TIME CHECK

7:03 PM

3. APPROVE MINUTES FROM JULY 24 MEETING

7:04 PM

--The Board approved the July 24 minutes by consensus.

4. ABSENTEEISM

7:05-7:06 PM

Board members are urged to do their best to attend all meetings, and if their schedule is making it necessary to miss a fair number, to reassess their ability to commit to being a Board member.

5. MEMBER-OWNER FEEDBACK

7:07 PM-7:08 PM

No Member-Owners were present to provide feedback. A Board member had an enthusiastic conversation with a Member-Owner (MO) about Ends.

6. GM UPDATES AND MONITORING/POLICY REVIEW

7:09 PM-7:48 PM

John (GM) presented the July financial report and answered questions from the Board.

Ends Report B3: Asset Protection

John presented the B3:Asset Protection report and answered questions from the Board. The Executive Committee will review bylaws regarding theft/treatment of MOs caught shoplifting.

-The Board accepted by consensus the B3: Asset Protection with the removal of the term “exposures” in B3.1, finding it to include reasonable operational definitions/interpretations and evidence to support John’s assertion of compliance.

Ends Report B4: Member-Ownership Rights & Responsibilities

John presented the B4: Member-Ownership Rights & Responsibilities report and answered questions from the Board. He explained the patronage dividend system and suggested the Board ask Cooperative Board Development Services (CBDS) consultant Jade Barker about best practices for patronage dividends.

- The Board accepted by consensus B4: Member-Ownership Rights & Responsibilities, with the insertion in the beginning of B4.2 of "If net income from Member-Owner purchases is achieved in a fiscal year," finding it to include reasonable operational definitions/interpretations and evidence to support John’s assertion of compliance.

Monthly Board Self-Monitoring Report C2: The Board’s Job

Erin presented highlights from the C2: The Board’s Job survey. All agreed there is more work to do on MO Engagement. It was also suggested that Board members could benefit from additional outside trainings to bring back fresh ideas. A networking social evening midway between the Maine co-ops was suggested, to be pursued another time of year.

7. SOCIAL TIME

7:49 PM-7:59 PM

8. ENDS COMMITTEE

8:00 PM-8:49 PM

Julie led a discussion evaluating the Ends policies from a variety of other co-ops and selected four co-ops to explore in greater depth. John will request Ends reports from these co-ops. Megan Banner then led a discussion on potential areas for Member-Owner outreach/engagement around Ends. The Board developed a preliminary plan to involve MOs in discussion of the Co-op's Ends.

9. OPEN FORUM

8:50 PM-9:07 PM

Positive feedback included the length and quality of discussion.

10. NEXT MEETING

9:08 PM

The next Board meeting will be Tuesday September 25, 2018 from 7:00-9:00 PM at 409 Cumberland Avenue.

At 9:08 PM, the meeting was adjourned.

Respectfully submitted,

Sarah M. Braik
Board Assistant