

PORTLAND FOOD CO-OP Board of Directors
Meeting Minutes
January 26, 2021

Board Members Present: Julianne Baroody, President; Melissa Emerson, Vice-president; Kerry Vachon, Treasurer; Mary Becker, Secretary; Sarah Alexander; Lien De Brouckere; Justin Dewalt; Colleen Finnell; Emily Lefebvre

Also Present: John Crane, General Manager; Sarah Braik, Board Assistant; Hether Frayer, Columinate Consultant; Stephen Sanders; Lauren O'Brien; Martha Pankovich; Meagan Anderson; Sarah Joyce St. Pierre; Deena Weinstein; Jorge Acero, Member-Owners (M-Os)

Absent: Siobhan Whalen

CALL TO ORDER

7:03 PM

1. WELCOME/CHECK-IN/ANNOUNCEMENTS

7:03 PM-7:31 PM

Justin led introductions and a team-building exercise.

2. PRELIMINARIES

7:32 PM-7:34 PM

Julianne reviewed the agenda.

3. MEMBER-OWNER FEEDBACK

7:35 PM

A few store-related emails were received and forwarded to John (GM).

4. ADMINISTRATIVE ITEMS

7:36 PM-7:37 PM

--The Board approved by consensus the November 24 minutes with one correction.

--The Board approved by consensus the Co-op paying 80% of the GM's health insurance premium for consistency with the rest of the staff.

5. BOARD POLICY MONITORING

7:38 PM-7:42 PM

Julianne shared the results of Board policy monitoring survey C6: Officer's Roles. The Board decided by consensus that new Board members will attend an Executive Committee meeting during their first few months, and that all Directors attend at least one Executive Committee meeting per year. The Executive Committee comprises the Board officers, though any Director may attend.

6.COMMITTEE REPORTS

7:43 PM-7:52 PM

Emily provided a status update on the Perpetuation Committee. The Board candidate application deadline is March 1 and any Directors interested in participating in an interview committee were asked to contact Emily.

Lien gave an update on the progress of the Equity Committee, including the distribution of a listening survey request for proposal. Proposals are due by the end of January.

7. BREAK

7:53 PM-8:02 PM

8. EDUCATION AND EVOLUTION

8:03 PM-8:55 PM

Sarah and Justin led an initial strategic conversation on growth, including a discussion of an article on framing the growth conversation in strategic leadership terms, and a review of the Columinate Expansion Toolbox Self Diagnostic Tool that Directors had filled out prior to the meeting. John reminded the board that the lease on our current building expires in 6 years. Sarah and Justin will plan the next discussion, and will then form a committee to continue the growth conversation.

9. CLOSING FORUM

8:56-9:00 PM

It was noted that it is a good policy to invite prospective applicants to attend a Board meeting. Directors thanked John for sparking the discussion on expansion while in the midst of his challenging day to day work dealing with the pandemic. Directors appreciated the reminder as to why they are doing this work.

10. NEXT MEETING

9:00 PM

The next Board meeting will be Tuesday, February 23, 2021 from 7:00-9:00 PM (taking place remotely).
At 9:00 PM the meeting was adjourned.

Respectfully submitted,

Sarah M. Braik

Board Assistant