

Littleton Consumer Cooperative Society
Board of Directors
Meeting Minutes: Regular Board Meeting
January 21, 2019

Meeting convened at the Co-op break room @ 05:03 pm.

Members Present: Marcie Hornick, Wayne Ruggles, Deb Sullivan, Charlie Wolcott,, Tom Southworth, and Angela McShane, Laura Walls.

Staff Present: Ed King, Chris Whiton, Minnie Cushing, Melissa Bridges, Becky Colpitts, Annie Stuart, and Melody Fenwick.

Agenda Items:

1. Housekeeping & Governance:

- a. Tom motioned, Laura seconded and the board voted unanimously to accept the December minutes as presented.
- b. Angela motioned, Laura seconded and the board voted unanimously to accept Ed's compliance with section B of the Global Executive Constraint Report.
- c. Tom motioned, Charlie seconded and the board voted unanimously to grant a membership redemption request presented by Becky. Funds were asked to be donated to the food pantry of our choice.

2. Board Monitoring C:

- a. Marcie presented on Global Governance Commitment, acting on behalf of our owners, the board ensures the success of the cooperative by working together effectively, empowering and holding accountable professional management, providing strategic leadership for our cooperative, and perpetuating our democratic organization.

3. General Manager's Report:

- a. December sales were up more than 12% over last year, and we were up 13.2% for the year..
- b. New records were established for daily sales: 75K and weekly sales \$328K.
- c. Early indications are that we will be close to budget on net income for the 4th quarter. Sales were above budget, labor % missed budget and we are waiting on the final numbers for margin. We will post the 2018 and Q4 financials when we have them in a week or so, and Ed will report on them in February.
- d. Ed reported on Rodney's condition. He is showing some responsive movements, he has a long road ahead of him. The coop is supporting the family in anyway we can. A fundraiser is scheduled for January 24th in the cafe. The store is also supporting all the staff in regards to the accident.
- e. Safety updates: OSHA did a preliminary accident investigation last week. We provided them with the information requested including a video of the accident. They found no issues with the ladder, but we will wait for the final report from them.
- f. 350 NH wants to get signatures at the Coop for the warrant article they have initiated in Littleton and surrounding towns. The Littleton Selectmen support the article. After discussion with the board Marcie motioned , Wayne seconded and the board unanimously voted to allow the group to set up a table at the store.
- g. CDS event was held in Keene. Annie and Becky will report on the workshops they attended. noone from Littleton attended the CBLD 101 workshop.
- h. Our plow contractor took out one of our new light posts by our outdoor seating area. We are working with their insurance company to get it replaced.
- i. We experienced a refrigeration breakdown on 1/12 resulting in a product loss of \$1,743.00 at cost.
- j. Our Green team continues to work on reducing plastic use here at the coop. We are currently researching with our suppliers for the presence of PFAS.
- k. Out of stocks continue to be a problem with UNFI. There are both supplier and manufacturer issues causing the problem. NCG is putting pressure on UNFI but the problem appears to be in sourcing.
- l. Storm impact over the weekend, Thursday, Friday and Saturday + 55K, Sunday -20K.
- m. NFCA's Annual meeting is March 23rd. Their quarterly bulletin is posted in the Board Drive.
- n. CCMA 2019 is in Durham NC June 6-8th if anyone is interested in attending let Ed know.
- o. Ed is serving on the NCG Nominating committee this year. There is a focus on bringing more diversity to the board..

- p. Annual Meeting planning will be starting soon. Board members interested in participating should let Ed know. Meeting dates will be supplied soon.

4. Board Issues:

- a. Marcie discussed having a grievance policy for the GM. She and Ed have spoken to Michael Healy, who discussed the board's involvement dependent on what the issue was. Marcie will get some more information to share with the board to review and discuss at February's meeting.
- b. Board education was a book shared by Angela called Salt Fat Acid Heat by Samin Nosrat the book was discussed in regards to mastering the elements of good cooking.
- c. Minnie shared that member loan payments would be sent out at the end of the month.
- d. Wayne will cover board education for February.
- e. Laura requested that Marcie overlook and make changes needed to the Board application, with interested parties we want to be able to hand the application out as soon as possible. Tom let us know he will not be running, Charlie and Luther have not decided yet whether they will run.
- f. Marcie discussed possible succession planning for her president role.
- g. Wayne asked about the recent growers meeting that had been held, Ed discussed the Forager online platform which streamlines purchasing for local products without Farmer contracts. Also how the farmers work together to identify needs and lengthen seasons for certain crops.
- h. Annie and Becky presented on the CDS workshop they attended last weekend. The topic was race in Food Coops, they worked in many active listening sessions with many board members and staff members from around the region.

5. Other Topics:

- a. Future dates are:
 - 1. NFCA Annual Meeting 3/23/19
 - 2. Auditor date April 2019
 - 3. Annual Meeting/ Member Meeting May 11th

No vote was taken to adjourn the meeting, it ended at 6:40 pm

The next scheduled meeting is February 18th in the Co-op break room to begin at 5:00 pm.

Respectfully submitted by:
Laura Walls