



Board Meeting Minutes

10.19.2017

Attendance: Micheal Snow, Casey Hook, Jim Hutcheon, Sam Green, Brian Frisinia, Mo Tobin (Fill in *Staff Representative*), Grace Cox (*Board Facilitator*), Fern Moore (*Board Coordinator*)

Absent: Desdra Dawning, Laura Love, Julianne Panagacos, David Copley, Jaime Rossman

Agenda

Agenda Review
Announcements
Mission Statement
Commitments Review
Member Comment
Committee Reports
Staff Report
Break
Annual Meeting 2017
Board Retreat Follow up
Executive Session
Commitments
Meeting Eval

Announcements

- Desdra, Julianne, David, Jaime and Laura are unable to attend tonights meeting
- Jim would like to host a Board potluck in December more information coming.
- Brian is moving forward with the name change, instead of a street name change they are working towards changing the park name at Swantown marina. The Port still needs input. Emails are the best.
- Casey is teaching an Acro yoga class at Sparrow Studios.
- Desdra has submitted her resignation to the Board. November will be her last meeting.
See Attached Document #2

Commitments Review

- *Jamie will send out a retreat email* Complete
- *Sam will submit the Board Budget to Corey* Complete

Member Comment

None

Committee Reports

Advocacy- they have the best intentions to meet but must find another time. They have identified that they will be proposing a modification to the Committee Charter to allow for more member and staff engagement.

- Grace will amend the Advocacy Committee charter and bring the proposed changes to the Board

Co-Sound- rescheduled to tomorrow

Finance- rescheduled to next week

Expansion - Created a spreadsheet of tasks and contacts. The Committee will be receiving an Architect scope of work for a schematic design package. Our banker has retired, after we recently had a specific meeting about succession. Grace and Harry met with the new banker and talked briefly about the remodel loan. He confirmed that it is possible but he would need more information.

Eco Planning- The Committee is struggling to find a meeting time. Jackson stepped down and Sophia has been busy. They haven't heard back about a replacement for Jackson. They are moving forward with lighting and toilet proposals. They will install one lighting unit in the store so that we can experience it.

Personnel- has met will debrief in Executive Session

Member Relations- The Committee has been busy in Annual meeting preparations.

Local- The Committee created an action plan on how to be involved with Local Eats and to get more organized with the the Local products demo program.

Standing Hiring- Approved a candidate for hiring. Also there are two pools of finalists. Final Hiring recommendations soon.

Elections Task Force- 2017 Elections are active ! New ballot boxes are in the stores.

Staff Report

There were two Staff meetings in October. The schedule change allowed more time in September for the Departments to talk about budgeting and goals. It also allowed more time for Staff to meet in September to look over the 2nd version of the budget. The Collective reviewed the COLA adjustment and 2018 wages. They also Consented to moving towards the \$15 starting wage, so that is now in the budget.

The Humane resource group came with proposals to formalize how the group forms. They also provided job descriptions and a proposal is in process about out sourcing investigations. Criteria needs to be created on how the experts will be chosen. That was spot in the Accountability system that was to be solved and replaces the AIT. Overall this clarifies the process for Accountability.

Annual Meeting Agenda 2017

See Attached Document #1

The Annual Meeting will be held on Saturday October 28th. The Board reviewed the proposed Annual Meeting Agenda.

Proposal

**The Board approves the Annual Meeting Agenda
Consent**

Board Retreat Follow Up

The Board received their Retreat Agenda notes. At the retreat groups were formed to develop and work on certain tasks. See list below (*bold names are group leads*):

*Preparing a Strategic Plan- **Jaime**, Laura, Brian*

*Voting Changes and improvements- Jaime, **Laura**, Brian*

*Board Training, Recruitment, Retention- Laura, Juliannne, **Micheal**, Brian*

*Bylaws- David, **Laura**, Micheal*

*Information Gathering and Centralization / Task management and organization- Sam, **Casey***

*Organizational Health / Board Staff Collaboration- Laura, Julianne, **Jim**, Micheal*

*Lawsuit Action- Sam, **Jaime**, Jim, Brian, David*

*Board Budget- **Sam**, Micheal*

*Board Roles / developing Officer roles- Jaime, Brian, **Jim**, Micheal, David, Julianne*

*Group Norms and Communication- **David**, Casey, Jim, Brian, Julianne, Jaime*

*Reporting- **Casey***

The Board requests an additional Retreat follow up agenda item next meeting redux with Jaime.

The Board also requests that we shorten the Committee report agenda item by submitting written reports ahead of the meeting. With the additional time they would like to add a standing agenda item for Board projects.

- *Brian will email out Gmail link to all*

Commitments

- *Grace will amend the Advocacy Committee charter and bring the proposed changes to the Board*
- *Brian will email out Gmail link to all*

Decisions out of Meeting

1. Approval of September Meeting Minutes
Consent

2. Hiring Proposal
Consent
Stand Aside- Sam Green

Next Meeting

- Advocacy Charter Proposal
- Board Projects
- Board Retreat Follow up

Attached Documents

1. Annual Meeting Agenda



PROPOSED ANNUAL MEETING AGENDA
FOR OCTOBER 28, 2017 3-5 PM
OLYMPIA COMMUNITY CENTER ROOM A
Members are welcome to attend.

AGENDA ITEM	ACTION	TIME
Agenda and Program Review <i>presented by MC</i>	Share	3 min
Mission Statement <i>presented by MC</i>	Share	2 min
Welcome <i>presented by Erin</i>	Share	10 min
Round Up Program <i>presented by Desdra</i>	Share	20 min
Working Member Program <i>presented by Alejandro</i>	Share	10 min
Local Products Program <i>presented by Jackie</i>	Share	10 min
Finance Committee Report <i>presented by Max</i>	Share	10 min
Staff Report <i>presented by Mo</i>	Share	5 min
Candidate Speeches <i>presented by MC</i>	Share	30 min
40th Anniversary <i>presented by Harry</i>	Share	15 min
Closing <i>presented by MC</i>	Share	2 min

Total Meeting Time: 1 hour 55 min

ANNUAL MEETING PROGRAM

3-5 Meeting Agenda

5-6 Dinner and 40th Anniversary Co-op Movie

6-8 Party (20+year Staff Awards after 6pm)

2. Resignation of Desdra Dawning

Submitted 9.29.2017

Dear OFC Board Members,

Upon returning from my trip to Arizona, and with my inability to attend the last three Board meetings, it has become clear to me that I must resign my position on the Board. Due to physical and emotional health reasons, I need to step back from the stress of so much activity. I say this with some regret, because I have been dedicated to serving our amazing Co-op, but now must find less stressful ways to continue to be of service.

I apologize for not seeing this coming sooner. I hope enough people are running for a Board position to allow my spot to also be filled. I will continue to help however I can through our upcoming Annual Meeting in October. And I will be happy to train the next CSF Board Liaison representative, and introduce them to the CSF team and their work.

Sincerely,
Desdra