



Board Meeting Minutes

4.15.2021

Attendance: Jayana Marshall, Cristina Rodriguez, Linda Myers, Jim Hutcheon, Jace Denton, Mel Bilodeau, Joanne McCaughan, Grace Cox(*Staff Representative*), Fern Moore (*Board Coordinator*)

Absent: Fred Meldicott

Agenda

- Agenda Review
- Mission Statement
- Land Acknowledgment
- Member Comment
- Announcements
- Commitments Review
- Staff Report
- Committee Reports
- Committee Assignments
- Break
- Board Retreat Review
- DEI Paper
- Commitments
- Meeting Eval
- Next Facilitators
- Executive Session

Land Acknowledgment

We start the meeting by taking a moment to honor the land and the people whose ancestors have been stewards of this unceded land since time immemorial. We acknowledge the contemporary communities of Squaxin Island, Nisqually and all the people of the Medicine Creek Treaty.

Deb Holland was sworn in as the Secretary of the Interior. Having a Native person selected to oversee the direction of that Department is a step in the right direction.

Member Comment

None

Announcements

- Fred is on unable to attend tonights meeting. Joanne is also unavailable.
- Jim has a a thank you letter for Dr Ash graciously offered a vaccine clinic to Staff and Working Members. Jayana will take over putting together a gift bag and delivering the thank you letter.

Proposal

**The Board approves the Thank You letter for Dr Ash
Consent**

Commitments Review

- ***Grace will coordinate with CSF and Staff on locations for the sandwich boards
In process***
- ***Fred will draft a Board recruitment/elections task force proposal
Pending. Board Recruitment is included in Board Development Charter We
do need to include Elections coordination somewhere though***
- ***Jayana will email her investment ideas to Finance.
Pending will pass on ideas to Linda to share with finance***

- ***Linda will send out the curbside report to all***
Complete

- ***Jim will send the final charters to Fern***
Complete

- ***Grace will announce the new Committees to Staff and contact Internal Hiring***
Pending

- ***Grace will contact Internal Hiring about filling Eco Planning***
Pending

- ***Grace will make a report on how many hours are allotted for Staff on the Committees***
Pending

- ***Jayana and Jim will plan the April retreat and determine and communicate note taking and support needs***
Complete

- ***Jim will come back with more details on the Board Staff Mixer and the budget.***
Pending

Staff Report

Vaccinations! We have a lot of folks getting vaccinated, most are doing the two shot option. Personnel asked us too voluntary report if we have gotten vaccinated or not. About 30% are vaccinated. We did not choose or discuss incentives for getting the vaccine. A lot of people are excited about it and we are encouraging people by making it easier to get a shift off or use their sick leave while getting vaccinated. Anecdotally, most of the people that are not planning on getting vaccinated fall into 3 categories; one is fear or fear or distrust of the government, fear of big pharma or fear of needles. There is not a lot of flat out resistance or denial, but there might be pockets of this of course.

One Staff Member is leaving this week, which is leaving a position open in Wellness and Garden Management, the latter position has been filled. We added two new Temporary Staff. One is an old time Cashier that has never stopped working through the pandemic. One or two Staff people are returning to floor shifts after being vaccinated. We are entertaining a proposal to add 3-5 people to Staff at full time. Perhaps one or two of the Temp workers might apply for those positions. We are looking for replacement people for people that have left and people that are planning on leaving in the coming year. One of the new hires has decided to not pursue Collective membership and instead is becoming a Temp worker, they felt like it better suited their needs.

The beeper system has morphed many times over the years, the most recent system involved department level or work group level. The filling of shifts is now happening with Beeper Dispatch, which is a consolidated beeper holder that takes all the calls and does their best to fill the shifts and then passes on open shifts to the individual Department Beepers. We consented to a new job description for this work at the last Collective meetings. Overall it is getting incredibly good reviews and has totally changed life on the Beeper as we know it.

We are installing a replacement for the dry fruit rack at the Eastside has a irreparable leak and it is going in tonight. We close one day a year and it is coming up on May 1st, which is a Saturday this year and is a hard day to close. Facilities will be doing projects at the Stores which can't be done when we are open including the Eastside vestibule walls. After months of running a two machine system for gift cards, we have our own gift cards that will process thru our registers. It will reduce mistakes and we are excited to move along with the new system.

NCG has two exciting new programs. Because Covid set everything off schedule, these two big programs are rolling out at the same time. We are finally going to get a secondary distributor. We get 4 deliveries East and 3 West a week. 75% of products except for produce and bread, come from this primary distributor. We have only had one distributor all these years, so when there are problems we don't have backup. Several Buyers spent an hour on a call about the rollout of the new Distributor. The second program is core sets, which is a concept that everybody in the system could make more money by standardizing certain aspects of how we set our shelves. Wellness works their set all the time, Grocery doesn't as often, they do it in little chunks. Having external eyes on the shelf can change what people see and what they buy. We are excited about increasing sales and achieving better margin by doing these sets. We will be encourage replacing products that aren't selling. The Buyers in the impacted Departments are spinning, its a lot to remember. We are getting free fill for the program and if you aren't paying attention

and don't opt out you may receive boxes of products that we aren't planning on selling. There is a lot of labor in the prep and resetting of the shelves. Hot soup is back! The Deli is also looking seriously about what we can and can't do about bringing the Salad Bar back. Things are changing slowly and it feels good.

Feedback

Jace was at the Eastside and heard super positive response about the return of Hot Soup !

Committee Reports

Advocacy – has not met

Eco Planning – continuing their work on the Composting Proposal with Staff. There's a company called Rid that recycles film plastic, clothing, and batteries. Our next mission is trying to get their attention here in Olympia. We will be contacting them.

- Mel will send the Compost Proposal to Jace

Linda- How much compost do we produce?

55 gallons a day at least with an additional 30 gallons from the Deli.

Local Farmers take some of it and the rest goes to City.

Expansion – met last week and will be meeting on the 20th. There are interesting developments, there will be a housing development of 240 apartments by the Eastside Store. It would include an update of Lansdale St and traffic control. The developer has had a pre submission meeting with the City.

There are two properties next to the Westside that are coming on the market and we are looking at the implications of that. The Committee is also meeting with the City Economic Development Officer and will be discussing how the City can help with our expansion efforts.

Finance – has not met

Local - has not met

Member Relations – not much was accomplished at the last meeting

Organizational Health - has not met

Personnel – met last week and had some updates regarding Conflict Resolution. They have a number of new Members and are dealing with Con Res processes within Staff. Evals is also hiring new Members and the Accountability system is coming back online. There is another Personnel issue for Executive Session.

Mel wanted to bring up the Resolution Team, a lot of people are vacating that team and historically its been hard thing to fill.

Grace - has not seen solicitation for new Members recently, but they are doing a ton of work. A bunch about the mask issue and they are following up with Staff via email about their work.

- Grace will inquire about sharing the Resolution Team report with the Board

Standing Hiring - has not met

Community Sustaining Fund (CSF) Liaison – no report

Committee Assignments

The Board has three new Committees to fill.

Feedback:

Grace is interested in all three and can come in as a Staff member but would accept advice from the Board about what Committee would be most useful for her to participate in.

Grace might be best serving on Cooperative Health.

Jayana asked if we could get sentence on each Committees purpose and if everyone on the Boards commits to one two that would be super.

Jim was involved with the creation of all of these Charters so he is interested in all.

Capital Campaign - To oversee the raising of capital to finance projects for the Olympia Food Co-op. Also has 3 Members at Large.

Jayana, Jim

Cooperative Health - Monitor and Support Co-operative health at OFC

Linda, Fred, Grace

Board Development- Oversee and facilitate Board development including recruiting, training and evaluation.

Fred had interest in this work. We will wait to fill this Committee till next month.

Proposal

**The Board approves the Committee Memberships
Consent**

Board Retreat Review

Jayana advocated for a generous donation to Parfait Basssalle's organization. There was discussion about how much to donate. She will contact Corey we consented to \$1500 to pay him and would like to change that to a donation as requested by Parfait.

Jayana spaced on sending the Evaluation questions to all, but Fern sent them on to all in the Retreat notes earlier this week.

The Evaluation questions were to think or write something that you are taking away from our day that can make movement or change in your role at the Co-op.

Feedback:

Grace shared a simple statement that Parfait said in response to a question she asked, take care of the most vulnerable and educate the most privileged. That has to do with intersections in the Collective. We live in a world of intersectionality. She has been thinking about that a lot. It is not always clear who the most vulnerable is.

Think of something that you are taking away to just bring to your day good bad or indifferent, for yourself.

Fern shared that Parfait termed it as collaboration instead of inclusion, which was a powerful differentiation.

Jim shared that meeting people where they are is the key to collaboration.

Cris shared that theres a dialogue and collaborative learning and the equity concept is more symbiotic. She found herself reflecting and absorbing a lot every ten minutes.

What did you think we could do with out at the next Board retreat and provide a replacement, Think about what was the topic or discussion that felt the most productive that we can continue or do again, what would you like to add or bring to the next retreat.

Jace shared that this was their first retreat and does not know what they normally include *Jayana plans them at her work for a profit company. Ours was pretty typical we heard from managers, reviewed business aspects, had a guest speaker, and future planning geared towards the Co-op and our business model. Did it feel fruitful to have Janelle there ? Was it productive to have a workshop? Was the topic meaningful or interesting?*

Mel shared that she liked that we talk about our emotions and would like to acknowledge more opinions. It is important to address and support each other and understand one another. People bond when we are vulnerable. She would like this kept in mind for the next retreat.

Joanne was thinking of the time we started planning a retreat last year and the ideas to enhance working relationships with each other. There were ideas about connecting with each other. It is hard to overcome that barrier especially now, even in our usual monthly meetings, sitting together around the table is missing and it is a barrier to building connection. We try and it would be nice if we could be more effectively connected. Jim is getting his second shot this week and has a working hot tub when people feel safe he will host a gathering.

Grace thought specifically identifying Staff based on a job description to present breaks down a monolithic view of Staff and breaks down the Staff members view of the Board.

Send any other comments to Jayana.

DEI Paper

The Colluminate document was sent out to all by Fred to review and discuss.

Feedback:

Linda felt that it was short and repeated the same things she has read recently. Meeting people where they are and to avoid 'othering' and keeping those ideals in any policy making and such. Each person needs to take the personal responsibility to remember those things in our personal interactions and in everything we do.

Jim noticed there were questions in there, the systems to meet expectations around DEC makes him think about the facilitator and if they feel empowered to curtail a discussion or call time. Those of us who are in privileged positions have responsibility to call out behaviors we don't want to see. Being honest. Like Mel was bringing up, we should develop ourselves to have the courage to speak up.

Grace shared that this makes her think about a conversation that she has been on the edges on in other organizations. The difference of calling out to calling in, its educate the more privileged, helping them see it.

Jim has heard it referred to as 'calling up'

Cycling back to collaboration, when you call someone out its criticizing and is not an awesome strategy. If you call in or call up, you are taking a step to meet them where they are and you are also meeting them where they are.

Linda is remembering that when you speak up, when you see this behavior is it going to make the situation worse, will it be helpful. When you are wronged its hard to speak out and get the message you intended out.

Grace shared one of the things she's learned about the mask situation, we have daily oppourtunities to ask for different behavior then they are giving. She has learned that she has more effectiveness with other women her age. The men on staff are often the ones who approach men about masks and this often puts them into the fight mode. She does not say 'you have too' she says 'i need you too'. Owning that everyone is hurt and not just the person most targeted in that moment.

Jace really appreciates that we go through these training and have these conversations. A product of these things is they feel really safe about bringing up things with people at the Co-op.

- ***Joanne will come up with a continuing education for the next meeting***

Linda brought up a shared calendar for Committees.

Jim suggests that that seems like a good thing for the Cooperative Health Committee.

- ***Jace will create a google calendar for Committee meetings with login info***

Commitments

- ***Grace will coordinate with CSF and Staff on locations for the sandwich boards***
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Pending. Board Recruitment is included in Board Development Charter We do need to include Elections coordination somewhere though

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Meeting Eval

Joanne - sorry for missing the first part of the meeting
Grace - Linda you did a great job facilitating

Next Meeting

Next Facilitators

Jayana / Jim

Executive Session

No decisions made.

Decisions out of Meeting

1. **Approval of March Meeting Minutes** - decision made via email

Consent

2. **Expansion Proposals** - decision made via email - 4/26/2021

Proposal 1:

The Expansion Committee recommends to the Board consent to an initial offer of \$135,00 matching the appraised value of the Brawne Ave properties.

Consent

Proposal 2:

The Expansion Committee recommends to the Board to authorize an offer of up to \$165,00 (appraised value + \$30,000) if negotiations are needed to secure agreement on the price of the Brawne Ave properties.

Consent