



## **Board Meeting Minutes**

**Date: March 16, 2023**

**Board Members in Attendance:** Andie Giron, Jim Hutcheon, Joanne McCaughan, Kate Cox, Linda Myers, Tanzania Ertel, Trudy Springer, Harry Levine (*staff representative to the board*)

**Members in Attendance:** Jeni O'Connor, Treavor Sands

**Facilitators:** Harry

**Notes:** Kate Cox

### **Agenda Review**

The agenda is reviewed, and stands as is with the clarification that the Board Training piece is a proposal, and that the Staff and Committee Reports are now placeholders in case any questions or discussion points are brought by members of the board upon reading.

### **Member Comment** – none

### **Previous Commitments**

*Task: Max will make this correct the misspelling of Andie's name. - **Done***

*Task: Harry will confer with Grace and propose new dates and times for Organizational Structure and Consensus training. –**Done***

*Task: Board will review the need for additional finance training after Columinate's finance training - **Pending***

*Task: Board Development Committee will review board member feedback regarding 'C' policies and incorporate it. – **Done***

*Task: Board Development Committee will inform all board members of upcoming meetings dates/times and hold meetings in public space. - **Done***

*Task: Linda will email the Portland People's Food Co-op policy register out to the board. – **Done***

*Task: Max will get the board's forwarding email address - [ofcboard@olympiafood.coop](mailto:ofcboard@olympiafood.coop) - up and running for the current board members (and ensure past board members are not on it). - **Done***

*Task: Kate will research availability and prices of outside facilitators. – **Ongoing***

*Task: Written committee reports will be submitted one week prior to the board meeting to be included in the meeting packet. If a committee meets between the deadline and the board meeting, a report can be submitted for the following meeting. – **Ongoing***

### **February Meeting Minutes Proposal**

**Proposal: Approve February Meeting Minutes.**

Stand aside: 0

Block: 1

Consent: 7 **BLOCK**

*Task: Max will correct the spelling of Andie's last name; it is **Giron**.*

Kate spoke to her block of the proposal. There's too much detail in the meeting minutes to serve as an accurate record of Board decisions.

*Task: Kate to work with Max on revising meeting minutes. Will bring back updated minutes for approval next month.*

### **Staff Report**

Board discussed what information needs to be included in a staff report. Treavor presented data on Working Member hours over the past year.

*Task: Harry will bring staff turnover data for the last 5 years for the next meeting.*

*Task: Harry will request signage for the CSF Spring grant cycle.*

### **Loan Payment Proposal**

Kate presented a proposal on behalf of the Finance Committee.

**Proposal: Olympia Food Co-op's Board of Directors authorize the payment in full of the outstanding bank loan that is currently @ 5.5%. This payoff will be approximately \$53,000.**

Stand aside: 0

Block: 0

Consent: 8 (unanimous) **CONSENT**

*Task: Add agenda item for April meeting to discuss distribution of Board designated funds for donations.*

### **Board Retreat Planning**

Board discussed its need to plan a retreat.

*Task: Jim, Kate, Trudy will form a Board Retreat Planning Task Force and report back to the Board in April.*

**Board Training**

Board discussed training opportunities, both inhouse and the upcoming Abolitionist Challenge facilitated by LaDonna Sanders Redmond.

**Proposal: The Board of Directors will participate in the Abolitionist Challenge, a training opportunity led by LaDonna Sanders Redmond and offered by Columinate. Funds from the Board’s budget will pay for participation at a contributor level.**

Stand aside: 0

Block: 0

Consent: 8 **CONSENT**

*Task: Harry will work with Josh to identify a date that works to provide an Anti-oppression 101 training for the board.*

*Task: Board will attend inhouse trainings facilitated by Grace on April 5<sup>th</sup> (Consensus Decision-making) and April 12<sup>th</sup> (Organization structure and history) from 6:00-8:00 p.m. at the downtown office.*

**Slavery Acknowledgement Proposal**

Trudy presented a proposal to add a Slavery Acknowledgement at the opening of meetings.

**Proposal: Add Slavery Acknowledgement to board meeting opening. “We recognize the legacy of enslaved African people whose lives and labor were exploited for generations to establish the economic wealth of the U.S. We are indebted to their unwilling sacrifices, and we acknowledge the violence, generational trauma, and systemic racism Black people continue to endure.”**

Stand aside: 0

Block: 0

Consent: 0 Not Consented To

The board discussed the proposal and instead proposed:

**Proposal: The board commits to adopt a slavery acknowledgement at the opening of our meetings; we will finalize the wording by consent at a later date.**

Stand aside: 0

Block: 0

Consent: 8 **CONSENT**

*Task: Board will revisit this work after completion of the Abolitionist Challenge.*

**Outside Facilitation**

Kate presented a potential outside meeting facilitator. The board discussed its needs for a meeting facilitator.

*Task: Kate will do further research on local meeting facilitators.*

**Outside Facilitation - Continued**

**Proposal: The board approves using \$450 of Board funds to pay for Kate, Jim, and Andie to attend a 4-part intermediate facilitation training provided by Columinate.**

Stand aside: 0

Block: 0

Consent: 8

**CONSENT**

*Task: Kate will register herself, Jim, and Andie for the facilitation training and coordinate with Corey to pay for the training.*

**Commitments**

*Task: Max will correct the spelling of Andie’s last name; it is **Giron**.*

*Task: Kate to work with Max on revising meeting minutes. Will bring back updated minutes for approval next month.*

*Task: Harry will bring staff turnover data for the last 5 years to the next meeting.*

*Task: Harry will request signage for the CSF Spring grant cycle.*

*Task: Add agenda item for April meeting to discuss distribution of Board designated funds for donations.*

*Task: Jim, Kate, Trudy will form a Board Retreat Planning Task Force and report back to the Board in April.*

*Task: Harry will work with Josh to identify a date that works to provide Anti-oppression 101 training for the board.*

*Task: Board will revisit this work after completion of the Abolitionist Challenge.*

*Task: Kate will do further research into local meeting facilitators.*

*Task: Kate will register herself, Jim, and Andie for the Facilitation training and coordinate with Corey to pay for the training.*

**Meeting Eval:** We’re ending early! We started late! Better than daylight savings time. The conversation was good, respectful.

**Next Facilitator:** Jim