

**Board of Directors**

**January 18, 2024 6-8:30pm**

**Present:** Andie (6-7pm), Dave, Harry (Staff Rep), Ike, Jennifern, Jim, Kate, Linda, Ruth, Trudy

**Other members present**: Theo H., Jeni O.

**Facilitation:** Trudy

**Notes:** Max C.

**Announcements** -The Board Observer position is officially open for someone new to step in. Andie may need to leave the meeting to care for a friend in the hospital.

**Member Comment** - *none*

**Introductions** – continuing and new board members share introductions

**Previous Commitments**

* Harry will talk to the task-force working on DEI / anti-oppression related training and connect Andie with them to talk about what trauma-informed training might look like. – *pending*
* Jim will write an amendment that matches the by-laws re: C-5, number 8. – *continuing*
* Andie and Jim will continue work on a statement from the Board about what’s happening in Gaza. – *discontinued -- Andie is interested in switching gears away from crafting a letter from the board, as arguing over using the word genocide is not a productive use of time.*
* Jim commits to looking into paid parking in the hotel’s garage next door. - *pending*

**Staff Report**

The 2024 budget is the big thing coming from the staff. December’s a busy time, many meetings are suspended and administrative work slows down. Staff have signed up for the new health coverage options. Feedback has reflected the staff have felt informed and cared for through the transition.

Linda is interested in seeing the results of the staff survey about the scheduling system. Harry will ask Breanne, a member of the Scheduling CAT, to share the survey results.

**Committee Reports**

The ***Board-Staff Task Force*** gave an update.

***Member Relations Committee*** gave an update.

**Board Retreat planning**

March 10, 9:30am – 4:30pm. It’ll be a working retreat at the downtown office; staff will be invited. They’ll be working on policies. Jade Barker, the consultant from Columinate, will facilitate.

Please consider dates in May/June for a second retreat - another working retreat around five hours.

**2024 Budget**

Harry presents the final 2024 budget and answers questions from the Board.

**Proposal: The 2024 Budget is adopted**

**Block:** 0

**Stand aside:** 0

**Consent:** 9 **CONSENT**

**Proposal to Purchase Hybrid Meeting Equipment**

**Proposal: Purchase The Meeting Owl 3 from Amazon. Approximately $1,200**

**The Tech team will first verify that The Meeting Owl 3 is compatible with our**

**existing equipment (laptop &amp; monitor). If the Owl is deemed compatible and workable by Tech, the Cooperative shall purchase The Meeting Owl 3. Tech will install the necessary software (comes with the Owl) on the laptop used for connecting to Zoom.**

- no test for consent –

There’s consideration of the current equipment and capabilities. The configuration of the table and the room may have an effect on the quality. Ruth offers to meet with Tech staff and look at the set up ahead of the meeting. Additionally, there’s a thought to request a Tech staff person to come to the next meeting to ensure the proper set up.

Ruth, Jim, and Jeni will meet up with Tech staff ahead of the next meeting.

**Code of Conduct – review**

*Policy Title: C5 – Directors’ Code of Conduct*is read and reviewed. The Board discusses specifics around conflicts of interest.

**Officer Roles & Committee Assignments**

**Proposal: the Board officers roles will be filled as follows –**

**President: Jim**

**Vice-President: Trudy**

**Treasurer: Harry**

**Secretary: Dave**

**Stand aside:** 0

**Block:** 0

**Consent:** 9 **CONSENT**

**Proposal: the Committees of the Board will be populated as listed below.**

**Stand aside:** 0

**Block:** 0

**Consent:** 9 **CONSENT**

|  |  |
| --- | --- |
| *Advocacy* | Dave, Jim |
| *Board Development* | Jim, Kate, Trudy |
| *Capital Campaign Committee (currently on hold)* | Ike |
| *Co-op Development* | Dave |
| *Expansion (currently on hold)* | Ike |
| *Finance* | Dave, Jennifern, Kate, Linda |
| *Local Committee* | Andie, Ruth |
| *Member Relations / Outreach* | Kate, Linda, Trudy |
| *Personnel* | Ike, Jennifern, Jim |
| *Standing Hiring* | Ike |
| *Board-Staff Relations Task Force* | Jim, Ruth, Trudy |
| *Elections Task Force* | - |
| *Community Sustaining Fund Liaison* | Linda |

**Current Commitments**

* Harry will work with Breanne to bring the staff survey results about the scheduling system.
* Ruth, Jim, and Jeni will meet with Tech staff to go over setting up for hybrid meetings

**Meeting evaluation**

Good.

**Next facilitator:** Jim

**Next meeting**: February 15

\* *Ike will not be at the next meeting; everyone’s invited to come to a CYS event!*