

# Fare Share Co-op Board Meeting

Minutes, June 28th, 2016 2:00p - 4:00p, The Commons

Meeting called to order by President Maryann Haxton

**Introductions - none**

**Reviewed Agenda**

5-19-16 Minutes-accepted as written

5-31-16 Minutes - accepted with changes,

6-7-16 Minutes-accepted with changes

**Review Board list** -accepted as emailed by Maryann

**Absent:** Albert Judd, Rick Jackson (Did Rick say he would be on vacation?)

**Present:** Maryann Haxton, Zizi Vlaun, Lisa Moore, Rick Meagher,  
Nancy Watson and GM Emmy Andersson

## Monitoring the General Manager

(review of reports sent separately before meeting)

**MP 5 Financial Condition and Activities** - Delayed to July, 2016

**MP 7.6 Access to Information and Privacy**

Clarification: MP7.6 changed to:

"The General Manager shall provide adequate and timely responses for the appropriate information systems requests from the board."

**MP 9.3 Communication and Support to the Board** - in compliance

Discussion of changes to MP2.6 - discussed and changed in approval of minutes for May 31, 2016 and BP7.6. from last meeting

## Monitoring the Board

**Clarification on PG reporting schedule to use for board**

Lisa and Maryann will review and report at July meeting

**BP8 - Board Committee Principles** - Lisa will report next month.

**B-GM 4 - Monitoring GM Performance** - Board is out of compliance now.

Maryann says that we have addressed tracking performance at recent meetings.

Policy Monitoring Compliance spreadsheet will be presented at July meeting by

Lisa. This spreadsheet reduces need for board discussion, if all points are found to be in compliance.

**Set next Charrette date and invite list, facilitator** - Tabled until after Indegigo Campaign

Last charrette follow up - invite for store visit:

Nancy will invite Don Mayberry

Rick M. will invite David and Kathy Dow

**Culmination of CCFNE grant work** -Discussion ensued

Agreed: grant proposal to be submitted in July by the FSC board

Grant proposal goal agreed upon: Improving customer service

-How we present ourselves as a co-operative

-Moving from adequate to excellent customer service

-Addressing Fare Share's elitist image in the community (per charrette input)

-Grant proposal is due July 22; 2 page application

-Open to feedback from both Charrette attendees and general membership

-Point person to coordinate grant writing - Maryann

Writers - Zizi and Lisa

Focus of grant: technical assistance/training re: customer service

-Zizi to send out an email asking for ideas from BOD and general membership

### **Discussion of and updates from committees:**

**Add Membership Development** -We need more people; Lisa will report in July

### **Additions to Committees:**

Board members serving on committees will recruit more committee members

Marketing Committee-Rick Jack, Maryann, Zizi

Finance Committee - Al Judd

Hearth Tenders Committee -Rick M.

### **Indiegogo Committee Update and next steps before launch**

Lisa reported committee is meeting and moving forward with fund raising campaign; has script, video with launch on August 13, Norway Food Festival, 1-6 p.m. and fund raising campaign continues through Common Ground Fair (Friday, September 23)

### **Board Fundraising - Yard Sale, Norway Arts Festival, August 13<sup>th</sup> Food Festival event**

-Yard sale June 4 netted \$484.05; this is above the budgeted \$300! Good job! (Thanks to Cindy Tinsley, Rockie Graham and others.)

-Emmy has contacted local vendors who will set up outside Co-op for Norway Arts Festival on July 9

-August 13 Food Festival - Indiegogo Campaign to be launched by Lisa and others; Educational tents, beer garden, in Fare Share parking lot

### **Launch of Indiegogo campaign,**

Lisa reported Indiegogo Campaign Committee is engaged in next steps:

Features production of 4 minute video

HELP FARE SHARE GO SOLAR is theme of Indiegogo Campaign

Seeking \$36,000 goal for Indiegogo payment and Fare Share going solar

Fund raising with sunflower theme: seeds, bags, tee shirts, possibly magnets

Meeting timeline established

Maryann and Emmy shared spreadsheet on energy/ expenditures

Becky Cheston, new member, will do video

Emmy will contact Food Festival organizers re: co-op plans for August 13

**Board Training: Survey monkey (board survey instrument) from Lynda Brushette**

Survey was emailed by Maryann to board members

Opportunity for board to self assess; watch for upcoming email from Maryann

Who will contact Lynda and discuss instrument and fall board training.

Possible training topics:

What do we need to be the visionaries we are supposed to be?

How do we think long term, 5 years out? We are making progress?

Decided: Schedule **board training on October 27, 12-5 pm** (regular board meeting day) before general membership meeting, Saturday, November 12, 3-4:30

**Nominations & appointments to the Board** - 2 vacancies currently; Maryann and Rick M. terms end Decmber, 2016.

Lisa has talked to some prospects

**Applications received and pending?** -none

**Board candidacy information** - none given out

Board intern as a senior project suggested by Lisa

Board member emeritus status discussed for outgoing board officers who would attend meetings, but not be expected to serve on committees. Purpose of emeritus board members is to provide institutional memory, continuity.

**Review of meeting: check in from all board members**

Because of time constraints, only Lisa checked in and she gave positive feedback

**Next regular Board meeting** - July 26th 2:00p - 4:00p, The Commons

**Next Steps**

Lisa -Indiegogo Campaign; co-write grant proposal

Rick M. -food festival; invite David Dow for a store tour

Nancy- Invite Don Mayberry for a store tour

Maryann - point person for grant prep; contact Lynda Brushette

Zizi -board and membership email for input, plus save the date for fall general meeting (Saturday, November 12, 3-4:30 p.m.); Email to treasurer who was absent; co-write grant proposal

Marketing- Rick J. for Marketing Committee

Emmy -vendors list for Arts Festival; contact Food Festival organizers about Fare Share's activities; members list to Zizi

**Adjourned at 5:00 p.m.**

Minutes submitted by Nancy Watson, Secretary