

**Minutes of the
Marquette Food Co-op Board of Directors
July 16, 2019 Meeting**

Start time: Meeting was called to order by president Phil Britton at 6:00 p.m.

Roll call: P. Britton, H. Bush, K. Cantway, A. Cherrette, Z. Eppensteiner,
R. Kochis, M. Linck, C. Noordyk.

Absent: M. Augustyn.

Staff: GM Matt Gougeon, Evan Zimmermann, Dave Kalishek, Kat Eaton, Heidi Sand

Public: None.

II. Preliminaries:

(a) Approval of Agenda & Additions: Sarah Monte will be giving the Outreach and UP Food Exchange report just before GM Monitoring.

Motion: To approve agenda with changes (*motion by* R. Kochis, *second* A. Cherrette).

Action: Motion passed unanimously.

III. Consent Agenda:

(a) Approval of June Minutes without changes

(b) Electronic Communications

Motion: To approve consent agenda without changes (*motion by* C. Noordyk, *second* A. Cherrette).

Action: Motion passed unanimously.

IV. Public Comment Period: E. Zimmerman commented that the Co-op Kitchen makes great food!

V. GM Monitoring

(a) Store Report (M. Gougeon): GM noted there has been a decline in customers for the food truck deliveries at KI Sawyer. Summer weather could be a factor. There are other potential opportunities to get food to the community that GM is looking into. There is no additional information regarding the liquor license. Odoo software is still under development. E Zimmermann gave a brief summary of what is in the works.

(b) NCG Report: M. Gougeon briefly spoke about the 2018 Participation Report from NCG. Highlighted areas were the number of NCG programs MFC participates in and the chart of overall NCG Co-ops growth and decline. It was noted the charts of MFC's key financial indicators are a nice visual to see the positive trends of MFC.

(c) L6 – Budgeting & Financial Planning (M. Gougeon): M. Gougeon reviewed the Financial Plan and L6 document reflecting the MFC finances of the first half of 2019. He also reviewed the Key Financial Indicator chart. Sales have improved compared to the first quarter.

R. Kochis asked about a report on shopper demographics. M. Gougeon stated there was a survey done in 2015 that had some data on demographics. There may be opportunities in the future to collect specific shopping/shopper statistics.

Board received the report prior to the meeting and came prepared to act.

Interpretation Reasonable: Yes.

Adequate Data: Yes.

The report was accepted as in compliance.

VI. Outreach Reports

(a, b) Outreach Report, UP Food Exchange Report (S. Monte): Reports were provided prior to the meeting. S. Monte passed out a draft of the handbill that the BOD will pass out during the Board Meet and Greet tomorrow evening. Monte said 20 people will be given a pint of ice cream for donating blood at the Mobile Blood event. Board members were encouraged to have a table to hand out the ice cream. The event will be held August 20, 4–6 p.m. Monte shared a New Community Food System resource guide that will be available in the Co-op soon. The Co-op picnic was discussed and tasks were assigned to Board Members.

MI Farm to Institution Network is coming to town August 5 for a meeting in the MFC classroom (S. Monte is on this committee). Meetings are typically held downstate, so this is a unique opportunity for MFC. S. Monte and M. Gougeon will be going to a Food Policy meeting in Hancock. S. Monte is completing a Seed Grant application to help fund small food summit events throughout the U.P. in November.

VII. Second Public Comment Period: No comments.

VIII. Board Monitoring & Discussion

(a) Committee Reports:

(i) GM Evaluation (P. Britton, M. Linck, C. Noordyk, M. Augustyn): Did not meet.

(ii) Finance Committee (R. Kochis, P. Britton, H. Bush, Z. Eppensteiner): Met at 5:15. R. Kochis gave a brief summary of the meeting.

(iii) Communications Committee (C. Noordyk, M. Augustyn, A. Cherrette, K. Cantway): Did not meet, however, many items related to the upcoming Board Meet and Greet and the Co-op Picnic were communicated by email.

(iv) Elections & Nominations (M. Linck, H. Bush, R. Kochis, Z. Eppensteiner):
1. Nomination Committee Begins Work: Did not meet.

(v) Board Education & Orientation (P. Britton, A. Cherrette, M. Augustyn, K. Cantway):
Did not meet.

(b) Board Monitoring 1st Quarter:

(i) D – Global Governance Management Connection

(ii) D1 – Unity of Control

(iii) D2 – Accountability of the General Manager

(iv) D3 – Delegation to the General Manager

(v) D4 – Monitoring General Manager Performance

C. Noordyk suggested holding an additional meeting specific to reviewing the policies. There was discussion about the process and timeline of reviewing them.

M. Gougeon communicated with Sue Radkin about training on policy governance. Cost may be prohibitive, however, he will continue to look into it.

(c) Board Work and Action Items: None.

IX. Third Public Comment: No comments.

X. Closings

(a) August Assignments:

- i. Store Report (M. Gougeon)
- ii. Outreach Reports (S. Monte)
- iii. Review and Approve Committee Charters and Procedures
- iv. Consent Agenda:
 1. Approval of July Minutes
 2. Electronic Communications
 3. L5 – Financial Condition 2nd Quarter (M. Gougeon)

XI. Motion to adjourn at 7:31 p.m. (*motion by C. Noordyk, second H. Bush*).

Action: Motion passed unanimously.

XII. Board Education (Heidi Sand)

Next Board Meeting: August 20, 2019 at 6:00 p.m.

Kelly Cantway
Board Member