

**Minutes of the  
Marquette Food Co-op Board of Directors  
April 6, 2020  
Online Meeting**

**2020 Plan of Work Theme: Climate Change**

**Start time:** Meeting was called to order by president Phil Britton at 6:07p.m.

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

**Absent:** None.

**Staff:** GM Matt Gougeon.

**Public:** None.

**II. Preliminaries:**

(a) Approval of Agenda & Additions: The meeting was conducted online.

*Motion:* To approve agenda without changes (*motion by M. Linck, second K. Cantway*).

*Action:* Motion passed unanimously.

**III. Consent Agenda:** Consent Agenda was reviewed.

(a) Electronic Communications: None.

(b) Approval of February Minutes without Changes

*Motion:* To approve February minutes without changes (*motion by A. Cherrette, second M. Linck*).

*Action:* Motion passed unanimously.

**IV. GM Monitoring**

(a) L4 Membership (M. Gougeon): The Board received the report prior to the meeting and came prepared to act.

*Operational Definition and Interpretation Reasonable:* Yes.

*Adequate Data to determine compliance/accomplishment:* Yes.

*Does the data demonstrate compliance/accomplishment:* Yes.

*The report was accepted as in compliance.*

(b) L10 – Board Logistical Support (M. Gougeon): The Board received the report prior to the meeting and came prepared to act.

*Operational definition and interpretation reasonable:* Yes.

*Adequate Data to determine compliance/accomplishment:* Yes.

*Does the data demonstrate compliance/accomplishment:* Yes.

*The report was accepted as in compliance.*

**V. Board Monitoring & Discussion**

(a) Store Report and Discussion (M. Gougeon): GM reported that sales have shown highs and lows in response to current events. He reported that after the shelter-in-place order took effect there have been fewer shoppers. GM noted that trends are unpredictable and are changing day by day. GM reported on operational and financial strategy. He explained

staffing changes and reported on the webstore and its increasing importance. MFC is working on training staff to increase the capacity of the webstore. Board inquired about suppliers. GM explained that suppliers report that there is no food shortage. Board inquired about staff morale and if any staff have left due to fears about the virus. GM reported that the situation is stressful and some staff have opted out of working at the store, and some are working from home. GM gave an increase in compensation for staff during the last pay period and also gave staff a store credit. Board inquired about adjusted store hours. GM reported that the store has adjusted its hours for customers and pick-up orders and is limiting the number of people in the store to 25 shoppers at a time. GM is pushing for the webstore to be robust. Staff training is one of the biggest requirements as the scale of the webstore increases. GM acknowledged the work of Evan Zimmerman in making the webstore and order fulfillment work. Discussion was held about the impact of future recession. Feasibility of delivery was discussed. Discussion was held about in-store shopping. GM reported that staff appreciate when shoppers wear masks.

GM discussed the MFC's financial situation and reported that the line of credit previously approved by the Board will now be utilized for the webstore.

GM requested Board approval for three proposals:

1. GM would like to request loan payment deferrals on all notes for two months. Board inquired if there will be any penalties. GM will get more details about deferrals.
2. GM discussed the Paycheck Protection Program (PPP) and requested Board approval for the MFC to apply.
3. GM discussed the Economic Injury Disaster Loan and eligibility of cooperatives to apply. GM requested Board approval for the MFC to apply.

Discussion was held about the PPP and other options including the Employee Retention Credit. GM explained benefits of the PPP for the MFC. It was noted that the PPP would increase cash more immediately as opposed to a credit, which would be spread over a longer period of time.

*Motion:* To approve all three proposals made by GM (*motion by R. Kochis, second H. Bush*).  
*Action:* Motion passed unanimously.

Board discussed how cooperatives have fared in hard times. Discussion was held about cooperatives, local farms, and how UPFE can serve the local community. Board expressed gratitude to the GM and MFC staff and acknowledged GM's responsiveness in this situation. GM thanked the Board for their patience.

## **VI. Closings:**

(a) April Assignments:

- i. Board Elections
- ii. Update Directory
- iii. Begin CCMA Planning
- iv. Orientation Procedure Begins
- v. G8 – Vice President's Role

- vi. D4 – Monitoring General Manager Performance
- vii. L8 – Communication and Counsel to the Board (M. Gougeon)
- viii. Committee Reports and Discussion
- ix. Board's Annual Plan of Work: Reading Assignment
- x. Consent Agenda
  - 1. Electronic Communications
  - 2. Approval of April 6 Minutes
  - 3. Store Report (M. Gougeon)
  - 4. Outreach Report (S. Monte)
  - 5. UP Food Exchange Report (S. Monte)

**VII. Motion to adjourn at 7:31 p.m.** (*motion by A. Cherrette, second M. Linck*).  
*Action: Motion passed unanimously.*

**Next Board Meeting: April 21, 2020 at 6:00 p.m.**

Emily Weddle  
Board Recorder