

**Minutes of the
Marquette Food Co-op Board of Directors
Online Meeting
January 19, 2021**

Start time: Meeting was called to order by president Phil Britton at 6:04 p.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, Sarah Monte, Evan Zimmerman.

Public: Tom Rulseh, Kevin Pierfelice, Lissa Potter.

II. Preliminaries:

(a) Approval of Agenda & Additions: The meeting was conducted online. No changes were made to the agenda.

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

Action: *Motion passed unanimously.*

III. Consent Agenda: Consent agenda was reviewed and no changes were made. Monte reported about an anonymous community member who is donating their stimulus check to the MFC food pantry.

(a) Electronic Communications

(b) Approval of December Minutes without changes

(c) Outreach Report (S. Monte)

(d) UP Food Exchange Report (S. Monte)

Motion: To approve Consent Agenda without changes (*motion by A. Cherrette, second Z. Eppensteiner*).

Action: *Motion passed unanimously.*

IV. Public Comment Period: Board candidates Kevin Pierfelice and Tom Rulseh introduced themselves. Board Recorder thanked the board for their thoughtful gift.

V. Board Education: None

VI. GM Monitoring:

(a) Store Report (M. Gougeon): Written report was provided prior to the meeting. GM reported on sales and trends in the store and noted areas of growth. GM discussed financial reporting and PPP funds. Staff compensation for 2021 was discussed. GM reported on pay raises and increased base pay. COVID vaccinations were discussed and it was noted that the MFC is not mandating that staff get the vaccine. GM invited Evan Zimmerman to report on changes in IT. Zimmerman explained changes to the MFC's phone system. GM reported on

staffing during COVID-19 and expressed appreciation for the work of Dave Kalishelk.

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

Interpretation reasonable: Yes.

Adequate Data to determine compliance/accomplishment: Yes.

Does the data demonstrate compliance/accomplishment: Yes.

Report was accepted as in compliance.

VII. Public Comment Period: None

VIII. Board Monitoring & Discussion:

(a) Committee Reports and Discussion:

- i. GM Evaluation (P. Britton, C. Noordyk, R. Kochis, M. Augustyn, M. Linck): Did not meet. Process is complete and contract has been signed.
- ii. Finance (R. Kochis, P. Britton, H. Bush, Z. Eppensteiner): Met and discussed patronage rebate. Decision about patronage rebate will be made in February. Cost of goods sold, personnel costs, and pay raises were discussed. Discussion was held about the Co-op Community Fund. The board also discussed donations to the MFC food pantry. Sarah Monte explained that the MFC is able to buy food at cost so donations are able to be used to purchase more food than if it was purchased by the consumer. Board discussed making a contribution using funds from the board budget.

Motion: To contribute a one-time matching \$600 donation to match the gift made by anonymous donor to food pantries, to be distributed over the next several weeks as determined by management and food pantries (motion by R. Kochis, second M. Augustyn).

Action: Motion passed unanimously.

- iii. Owner Linkage (K. Cantway, C. Noordyk, A. Cherrette): Committee reported on work pertaining to board bios for the website.
- iv. Elections & Orientation (M. Linck, H. Bush, R. Kochis, Z. Eppensteiner): Committee reported that there are six candidates for three seats.
- v. Governance (P. Britton, A. Cherrette, M. Augustyn, K. Cantway): Committee has been updating the policy register. Changes to G4.5, G7, G8, and G11 were reviewed. Instances of gender pronouns were changed to they/them/their.

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

Action: Motion passed unanimously.

Committee also discussed annual plan of work and is asking board members to consider attending board meetings of other organizations in the community.

- vi. Anti-Racism Ad Hoc (A. Cherrette, Z. Eppensteiner, P. Britton, H. Bush, C. Noordyk): Met to discuss working with GM and staff to review hiring practices, demographic data, and the MFC's employee survey.

Motion: To direct operations to perform an assessment of current diversity, equity, and inclusion practices of MFC's membership, hiring, and employee survey systems, and provide a report to the board (*motion by* A. Cherrette, *second* Z. Eppensteiner).

Action: *Motion passed unanimously.*

Committee also discussed inviting guest speakers to board meetings and discussed next steps.

(b) Policy Review:

- i. G7–Board President's Role: No changes were made.

(c) Newsletter Bios for Board Candidates Due: Discussion was held during committee reports.

(d) Consider Outside Audit: Discussion was held during December meeting.

(e) Annual Plan of Work: The board's 2021 Annual Plan of Work will be Connecting to Our Community.

(f) Annual Retreat: Retreat was held on January 9. Communications committee is working on a report.

IX. Board's Annual Plan of Work: No additional discussion was held.

X. Public Comment Period: Tom Rulseh suggested that it be publicized that people interested in donating their stimulus checks can consider donating to the MFC to leverage their gift with the MFC's ability to purchase food at cost for food pantries.

XI. Closings:

(a) February Assignments:

- i. Accountant Presents Year End Financials to the Board
- ii. Certify Membership
- iii. Set Annual Patronage
- iv. G8–Vice President's Role
- v. D3–Delegation to the General Manager
- vi. Store Report (M. Gougeon)

- vii. L5–Financial Condition 4th Quarter (M. Gougeon)
- viii. Annual Ends Report (M. Gougeon)
- ix. Committee Reports and Discussion
- x. Consent Agenda:
 - 1. Electronic Communications
 - 2. Approval of January Minutes
 - 3. Outreach Report (S. Monte)
 - 4. UP Food Exchange Report (S. Monte)

XII. Motion to adjourn at 7:26 p.m. (*motion by M. Linck, second A. Cherrette*).
Action: Motion passed unanimously.

Next Board Meeting: February 16, 2021 at 6:00 p.m.

Emily Weddle
Board Recorder