

**Minutes of the
Marquette Food Co-op Board of Directors
July 19, 2022 Meeting**

Start time: Meeting was called to order by president M. Augustyn at 6:02 p.m.

Roll call: M. Augustyn, H. Bush, K. Cantway, Z. Eppensteiner, R. Kochis, M. Linck, K. Pierfelice, T. Rulseh.

Absent: None.

Staff: GM Matt Gougeon. Sarah Monte.

Public: None.

II. Preliminaries:

- (a) Approval of Agenda & Additions: The agenda was reviewed. Board Monitoring and Discussion was moved to the Consent Agenda. Board Social will be held at Drifa following the meeting.

III. Consent Agenda: Consent agenda was reviewed. Committees submitted charters and procedures as well as meeting notes by email prior to the meeting.

- (a) Electronic Communications: Elections and Orientation Committee will follow up with potential board candidate and invite them to attend next month's meeting. Discussion was held about the process by which empty board seats are filled.
- (b) Approval of June Meeting Minutes
- (c) Outreach Report (S. Monte)
- (d) UP Food Exchange Report (S. Monte)
- (e) Review Committee Charters and Procedures
- (f) Committee Report for Newsletter (Finance)
- (g) Committee Reports and Discussion
- i. GM Evaluation
 - ii. Finance
 - iii. Owner Linkage
 - iv. Elections & Orientation
 - v. Governance
 - vi. Diversity, Equity, and Inclusion

Motion: To approve consent agenda as amended (*motion by Z. Eppensteiner second T. Rulseh*).

Action: Motion passed unanimously.

IV. Public Comment Period: None.

V. Board Education: None.

VI. GM Monitoring:

- (a) Store Report/Expansion Update (M. Gougeon): Written report was provided. GM reported on sales for June and July. Inflation was discussed. GM discussed work initiated a year ago to improve compensation and benefits and hiring practices to improve staffing and retention. PTO and unpaid time off were discussed.

- (b) L6–Budgeting and Financial Planning (M. Gougeon): Board received the report prior to the meeting and came prepared to act. GM provided an updated Financial Plan as well as a Financial Plan Update Summary. The initial plan was drafted in December, however the discontinuation of the Third Street project and changes in sources of revenue have impacted financial projections. Further discussion was held about inflation and budgeted and actual expenses.

Operational definition/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: Moved to Consent Agenda.

X. Closings:

(a) August Assignments:

- i. Elections & Orientation Committee Work Begins
- ii. Begin GM Evaluation Process
- iii. Store Report (M. Gougeon)
- iv. L5–Financial Condition 2nd Quarter (M. Gougeon)
- v. Board Education (Inclusive Design, Playground for All)
- vi. Committee Reports and Discussion:
 - 1. Board Monitoring (Governance)
 - i. G2–Board Job Description (Governance)
 - ii. L6–Budgeting and Financial Planning (Governance)
- vii. Consent Agenda:
 - 1. Electronic Communications
 - 2. Approval of July Minutes
 - 3. Outreach Report (S. Monte)
 - 4. UP Food Exchange Report (S. Monte)

XI. Motion to adjourn at 6:44 p.m. (*motion by R. Kochis, second K. Pierfelice*).

Action: Motion passed unanimously.

Next Board Meeting: August 16, 2022 at 6:00 p.m.

Emily Weddle
Board Recorder