

**Minutes of the
Marquette Food Co-op Board of Directors
September 20, 2022 Meeting**

Start time: Meeting was called to order by president M. Augustyn at 6:04 p.m.

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

Absent: K. Pierfelice (*excused*)

Staff: Dave Kalishek, Sarah Monte, Evan Zimmermann.

Public: None.

II. Preliminaries:

- (a) Approval of Agenda & Additions: The agenda was reviewed.

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

Action: Motion passed unanimously.

III. Consent Agenda: Consent agenda was reviewed. Board Monitoring items G3, D1, and L5 were removed from the Consent Agenda.

- (a) Electronic Communications
(b) Approval of August Meeting Minutes
(c) Outreach Report (S. Monte)
(d) UP Food Exchange Report (S. Monte)

Motion: To approve consent agenda with changes (*motion by* T. Rulseh, *second* M. Linck).

Action: Motion passed unanimously.

IV. Public Comment Period: T. Rulseh commented about attending the Community Foundation annual meeting. Z. Eppensteiner thanked board and staff that attended.

V. Board Education: Discussion was held about article shared by H. Bush about board work. Board shared comments and suggestions for further reading and discussion.

VI. GM Monitoring:

- (a) Store Report/Expansion Update (M. Gougeon): GM was absent from the meeting but provided written report prior to the meeting.
- (b) L2-Staff Treatment (M. Gougeon): Board discussed the staff survey results. It was noted that the GM reported compliance with all parts of the policy except L2.6 because the survey was not conducted during the reporting period.

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

*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, noting that although the employee survey results were not submitted in time for the deadline, the survey results were available by the time of the meeting and the board is satisfied with accepting the report as in compliance.

- (c) L3–Compensation and Benefits (M. Gougeon): Discussion was held about the merit-based system for raises.

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

*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: Discussion was held about Co-op Month opportunity for board to serve samples in the store and connect with shoppers. Discussion was also held about board participation in upcoming “Getting to Know Your Co-op” sessions.

VIII. Board Monitoring & Discussion:

(a) Committee Reports and Discussion:

- i. GM Evaluation (M. Augustyn, M. Linck, K. Pierfelice): Committee will meet next week. The meeting will be open to all board members.
- ii. Finance (R. Kochis, Z. Eppensteiner, K. Pierfelice, T. Rulseh): Did not meet.
- iii. Owner Linkage (K. Cantway, H. Bush): Will met next week.
- iv. Elections & Orientation (R. Kochis, M. Linck, K. Cantway): Committee recommended that the board appoint Emily Bateman to fill vacant seat on the board.

Motion: To accept Emily Bateman as an appointed member of the board for a two-year term (*motion by* H. Bush, *second* R. Kochis).

Action: Motion passed unanimously.

It was noted that Elections and Orientation Committee will write a report for *The Fresh Feed*.

- v. Governance (M. Augustyn, H. Bush, R. Kochis, K. Pierfelice): Met to review policies. Updates will be made quarterly. Discussion was held about board IT.
 - 1. Board Monitoring:
 - i. G2–Board Job Description
 - ii. L6–Budgeting & Financial Planning
- vi. Diversity, Equity, and Inclusion (H. Bush, Z. Eppensteiner, T. Rulseh): Met to review Staff Treatment and Compensation and Benefits policies.

(b) Board Budget Review: R. Kochis will meet with Kat Eaton to discuss board expenses from the past year and draft a budget for the next year.

IX. Public Comment Period: Discussion was held about document storage and various word processing programs used by the board. The board asked Evan Zimmerman to advise the board about IT solutions for board members. He is scheduled to speak to the board for fifteen minutes during Board Education at the October meeting and will be available following the October meeting for additional instruction and IT assistance for board members.

X. Closings:

(a) October Assignments:

- i. Board Budget Finalized
- ii. Co-op Month
- iii. Begin 3 month opening for board nominations
- iv. Committee Report for Newsletter (Elections and Orientation)
- v. Set Retreat Date
- vi. Store Report (M. Gougeon)
- vii. L7–Asset Protection (M. Gougeon)
- viii. L11–Strategic Planning (M. Gougeon)
- ix. Board Education: Board IT (E. Zimmerman)
- x. Committee Reports and Discussion
- xi. Consent Agenda:
 - 1. Electronic Communications
 - 2. Approval of September Minutes
 - 3. Outreach Report (S. Monte)
 - 4. UP Food Exchange Report (S. Monte)
 - 5. Board Monitoring (Governance)
 - i. G4–Board Members’ Code of Conduct (Governance)
 - ii. L2 – Staff Treatment (Governance)
 - iii. L3 – Compensation and Benefits (Governance)

XI. Motion to adjourn at 7:37 p.m. (*motion by R. Kochis, second M. Linck*).
Action: Motion passed unanimously.

Next Board Meeting: October 18, 2022 at 6:00 p.m.

Emily Weddle
Board Recorder