

**Minutes of the
Marquette Food Co-op Board of Directors
September 19, 2023 Meeting**

Start time: Meeting was called to order by vice president K. Pierfelice at 6:03 p.m.

Roll call: M. Dewar, N. Frischkorn, R. Kochis, M. Kramer-Rabine, M. Linck, K. Pierfelice, T. Rulseh, E. Sally.

Absent: M. Augustyn (*excused*).

Staff: Dave Kalishek, Sarah Monte, E. Zimmermann.

Public: None.

II. Preliminaries:

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

III. 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 the agenda and the consent agenda without changes (motion by T. Rulseh, second N. Frischkorn).

Action: Motion passed unanimously.

IV. Public Comment Period: S. Monte discussed selecting a board member to share a testimonial about serving on the board.

V. Board Education:

- (a) Board Document Storage (T. Rulseh, E. Zimmermann, E. Weddle): T. Rulseh explained the rationale for online document storage, citing reducing paper usage and general efficiencies for board work. Discussion was held. New board members will receive binders with hard copies of the necessary documents when they begin on the board and they may update their binders with printed documents as needed if they wish to maintain updated binders. Otherwise all updated files can be accessed electronically.

VI. GM Monitoring:

- (a) Store Report (M. Gougeon): Written report was provided prior to the meeting.
- (b) L2 – Staff Treatment (M. Gougeon): Dave Kalishek discussed the staff survey and noted increased participation rate this year. Discussion was held about results. The board noted the generally positive response. Discussion was held about hiring trends.

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.

- (c) L3 – Compensation and Benefits (M. Gougeon): Discussion was held about the report and benefits plan. Hiring was discussed. Board inquired about starting wages.

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. Board Monitoring & Discussion:

(a) Committee Reports and Discussion:

- i. GM Evaluation (M. Augustyn, M. Kramer-Rabine, M. Linck, K. Pierfelice): Met to discuss the plan for beginning the GM evaluation process. It was noted it is not a contract year.
- ii. Finance (M. Dewar, R. Kochis, T. Rulseh, E. Sally): Met prior to the meeting. Profit and loss statement was reviewed. It was also noted that the bakery was profitable.
- iii. Owner Linkage (M. Augustyn, M. Dewar, K. Pierfelice): Did not meet but communicated over email. Committee discussed planning events for winter. Committee is working on planning staff appreciation event.
- iv. Elections & Orientation (R. Kochis, M. Kramer-Rabine, M. Linck, E. Sally): Committee submitted report for newsletter. Committee will meet in October. M. Linck, K. Pierfelice, and M. Kramer-Rabine will be up for reelection.
 1. Election & Orientation Committee Report for Newsletter
- v. Governance (M. Augustyn, N. Frischkorn, R. Kochis, K. Pierfelice): M. Augustyn will send an email with an update. Policy review will be conducted quarterly.

- vi. Diversity, Equity, and Inclusion (N. Frischkorn, M. Linck, T. Rulseh, E. Sally): Committee will work with Governance Committee to review policies on a quarterly basis.

- (b) Board Budget Review: Finance Committee shared an updated budget that reflects changes discussed by the board including increasing the amount of money for consultants and staff appreciation. Discussion was held about the Annual Meeting.

Motion: To approve the proposed budget with the addition of \$2,000 to the miscellaneous category pending possible reallocation of assignments with Kat Eaton (motion by T. Rulseh, second E. Sally).

Action: Motion passed unanimously.

VIII. Public Comment Period: None.

IX. Closings:

(a) October Assignments:

- i. Board Budget Finalized
- ii. Co-op Month
- iii. Begin 3 month opening for board nominations
- iv. Set Retreat Date
- v. L7 – Asset Protection (M. Gougeon)
- vi. L11 – Strategic Planning (M. Gougeon)
- vii. Store Report (M. Gougeon)
- viii. Committee Reports and Discussion
- ix. Consent Agenda:
 - 1. Electronic Communications
 - 2. Approval of September Minutes
 - 3. Outreach Report (S. Monte)
 - 4. UP Food Exchange Report (S. Monte)

- X. ***Motion to adjourn at 7:45 p.m. (motion by R. Kochis, second N. Frischkorn).***
Action: Motion passed unanimously.

Next Board Meeting: October 17, 2023 at 6:00 p.m.

Emily Weddle
Board Recorder