

**Minutes of the
Marquette Food Co-op Board of Directors
January 21, 2025 Meeting**

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

Roll call: M. Augustyn, M. Danz (*virtual*), M. Dewar, O. Kingery, R. Kochis, A. McGrath, T. Rulseh, E. Sally.

Absent: N. Frischkorn (*excused*).

Staff: GM Matt Gougeon, Sarah Monte, Kat Eaton, Kim Sheridan, Evan Zimmermann

Public: Greg Hoffmann, Sloan Dorr

II. Preliminaries:

(a) Approval of Agenda & Additions: Agenda was reviewed. No changes were made.

III. Consent Agenda: The board discussed S. Monte's request for input on board webpage redesign. Discussion was held about the revision process. O. Kingery volunteered to serve as point person for the project.

(a) Electronic Communications

(b) Approval of December Meeting Minutes

(c) Outreach Report (S. Monte)

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

Motion: To approve agenda and consent agenda without changes (motion by T. Rulseh, second R. Kochis).

Action: Motion passed unanimously.

IV. Public Comment Period: The board welcomed Greg Hoffmann and Sloan Dorr.

V. Board Education: The board will review notes from the retreat to identify board education topics for future meetings.

VII. GM Monitoring:

(a) Store Report (M. Gougeon): Written report was provided prior to the meeting. GM reported on sales including Wellness Weekend sales. GM discussed plans for prepared foods remodel and related costs and reported that equipment has been ordered. GM reported that staff received pay raise at the start of the year. GM reported that Anderson, Hooper, and Pavlik will conduct a financial review in the first quarter. The MFC is also working on completing its tax return in the first quarter as well. Anderson, Hooper, and Pavlik will also be reviewing the MFCs agreed upon procedures. GM reported that the store is still interviewing candidates for the HR director position. Produce will be reviewed by NCG Produce Specialist.

(b) L10 – Board Logistical Support (M. Gougeon): Board received the report prior to the meeting.

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

VIII. Board Monitoring & Discussion:

(a) Committee Reports and Discussion:

- i. GM Evaluation (M. Augustyn, M. Danz, M. Dewar, R. Kochis, T. Rulseh): Done.
- ii. Finance (R. Kochis, M. Danz, M. Dewar, T. Rulseh): Met prior to the board meeting and reviewed December and end-of-year profit and loss statements. Committee reported that 2024 was a good year. Inventory process was discussed. Committee noted that CPA typically reports to the board in November, but since the review will be completed in the first quarter the report and presentation will likely be scheduled earlier in the year.
- iii. Community Engagement (N. Frischkorn, M. Augustyn, O. Kingery, E. Sally): Committee met with organizers of NMU's Earth Fest. Committee is also in touch with other community groups regarding Earth Day activities. Board expressed enthusiasm and excitement about the cleanup event and related NMU events.
- iv. Elections & Orientation (R. Kochis, O. Kingery, A. McGrath): Eight applications are in and the board is communicating with candidates to invite them to attend the board meetings. Discussion was held about filling N. Frischkorn's vacant seat.
 1. Newsletter bios for board candidates due
 2. Board candidate nomination period ends
- v. Governance (M. Augustyn, N. Frischkorn, A. McGrath, T. Rulseh): Board reviewed bylaws and made revisions. Attorney will review the bylaws before they are finalized.
- vi. Diversity, Equity, and Inclusion (E. Sally, O. Kingery): Did not meet. Discussion was held about DEI and whether it should be addressed within each committee or if it should remain its own committee. Committee discussed identifying opportunities for DEI work. DEI committee members will participate in other committee meetings to address opportunities for DEI work.

- (b) Annual Retreat: Board conducted final review of bylaws at the retreat. Board members agreed that the retreat was very productive.

(c) Accept Limitations Policies: Moved to future meeting date.

IX. Public Comment Period: Discussion was held about connecting with communities outside of Marquette to increase access to the MFC.

X. Closings:

(a) February Assignments:

- i. Accountant Presents Year End Financials to the Board
- ii. L5 – Financial Condition 4th Quarter (M. Gougeon)
- iii. Annual Ends Report (M. Gougeon)
- iv. Store Report (M. Gougeon)
- v. Committee Reports and Discussion
 1. Community Engagement Committee Report Due 2/9 for March publication (Community Engagement)
 2. President's Write-up about Annual Meeting Due 2/9 for March publication (M. Augustyn)
 3. Certify Membership (T. Rulseh)
 4. Plan Earth Day Cleanup (Community Engagement)
- vi. Consent Agenda
 1. Electronic Communications
 2. Approval of January Minutes
 3. Outreach Report (S. Monte)
 4. UP Food Exchange Report (S. Monte)

XI. *Motion to adjourn at 7:35 p.m. (motion by T. Rulseh, second R. Kochis).*
Action: Motion passed unanimously.

Next Board Meeting: February 18, 2025 at 6:00 p.m.

Emily Weddle
Board Recorder