

Los Alamos CoOp Board Meeting May 22, 2019

Agenda item 1. Meeting Commences 6:06 PM

Board members in attendance: Alex Jonko (President), David Hampton (Vice-president), Steve Snapp (Treasurer), Robi Mulford (Secretary), Joshua Faulconer, Jeff Jansen, and Laila Badran

Also present: Tim Morrison (GM), Jim Fisher, (Grocery Manager) Marshall Jansen, and Tracy McFarland, Member-owners.

Call to order 18:06

Agenda item 2. Agenda

Agenda amended to include approval of election results, approved 7:0

Agenda item 3. Meeting minutes

April meeting minutes accepted as presented. Approved 7:0

Agenda item 4. Member-owner Comments

Tracy notes that the meeting minutes posted on the website still need to be updated. Also the Governance Policy and the Bylaws need to be updated to reflect the most recent amendments. The minutes of the annual meeting need to be added.

Agenda item 5. GM Reporting, X-3 Financial Conditions for Q1

The store has done 90K\$/week in business for 5 of the past 7 weeks, and in excess of 80K\$/week for two more.

Report X3, Financial Data for the First Quarter, approved 7:0

GM Reporting, General

The GM visited the Durango CoOp, which is undergoing a major restructuring. Tim and the managers are looking forward to an advisory trip to consult and network, as the Durango store begins operation under a new GM. No relevant lesson is learned from Durango's recent difficulties, which apparently resulted from an insufficient margin-labor (i.e. overstaffing) and incomplete financial records.

Gordon's concerts begin on Friday. These are larger than in the past, and may attract customers from a wider region than in years past.

Price updates are current through April 27, but data regarding price changes on historical UNFI lists that were unrecorded is going to require further study by Tim of old sales records. Heather is now doing the updating and the remaining required amendments to the record.

Chelsea in produce is looking forward to a visit from Jeff, consultant with the NCG Western Corridor. Sales can be expected to go up 5 to 10% for a brief period after he makes his recommendations.

Refinance has not been initiated with the bank. Anticipate 2 to 3 months between initiation and completion of refinance.

Agenda item 6. Staff Auxiliary Board Reporting

Jesse and one other person will incorporate the duties of the Staff Auxiliary Board Member into the Governance Document. Duties are listed in the minutes of the April 24 Board meeting.

Agenda item 7. Staff Survey Committee

Jeff will contact Sarah Dahl of NCG and determine whether she required further some financial information regarding staff compensation. This information has not been relevant in past surveys.

Agenda item 8. List of Qualifications for the new GM

The list of qualifications has been distributed and meets with approval. Interviews should ideally begin within the next two weeks. We have a list of questions. Carolee Coulter and Tony White from CDS and NCG were helpful in doing reference checking and in providing some insight into candidates qualifications in past GM searches. Tim will contact Tony White and Carolee's successor (Sarah Dahl, perhaps) to see if their services are available, and at what cost. References are customarily checked after initial interviews.

The schedule is reviewed. Interview questions are presented in draft. The questions will be discussed in Executive Session.

Agenda item 9. Update on Member-Investor contact list and meeting

To complete the contact list, 20% of the member-investors need to be contacted. This constitutes about 30 people, many of whom are regular customers who did not respond to the initial letter. People who have given up loans should also be contacted.

The letter describing the possible contingencies and options for repayment, and inviting member-investors to the July meeting should be discussed at the June Board meeting. June 20 is the target date for sending a completed letter.

Election results are reviewed. 18 paper votes and 53 internet votes confirm new board members:

Jeff 61 votes

David 62 votes

Steve 67 votes

Election results are accepted 7:0.

Agenda item 10. Board Officer Elections

Joshua Faulconer is confirmed as President 5:0, Josh and Alex abstaining

Steve Snapp is retained as Treasurer

David Hampton is retained as Vice-President

Robi Mulford is retained as Secretary

The slate of retained officers is accepted 6:0 with Alex abstaining

Project Y scheduling will be continued by Josh, in coordination with Natalie.

Josh will contact Todd to continue weekly meetings.

Steve provides Ed the new board member contact information for the mailing list, and provides Kate the updated slate of officers.

Marshall Jansen is interested in joining the board. Ed's listing of time required, commitment, and responsibilities should be sent to Marshall.

Agenda item 12. Closing

The next Board meeting is June 26, 2019.

Adjournment at 7:08 pm, approved 7:0.