

Los Alamos Co+Op Board meeting
February 27th, 2019
Location: Project Y
DRAFT

Board members present: A. Jonko (President), S. Snapp (Treasurer), L. Badran (Secretary of the session), J. Faulconer, J. Martinez-Barber

Auxiliary Board Member (ABM): None present

Also present: T. Morrison (GM), K. Gallagher (LACM Outreach Coordinator), Ed, Cecile (Co+Op members)

6:20 pm: call to order

Preliminaries

1. Welcome and Introductions

Ed Santiago (Co+Op member) discussed options for transferring the responsibilities for DNS registration and maintenance to someone else. Many thanks to Ed for maintaining it for the Co+Op thus far.

2. Agenda Review/Check-ins

- No proposed changes to agenda

3. Review previous meeting's minutes

- Motion to approve the January 2019 minutes as submitted; Passed 5:0

4. Open Member/owner time and comments

- Question on member loans was raised – will be discussed during Agenda Item #10.
- Question about Annual Member Meeting – confirmed that it has been scheduled for May 1st, 2019

GM Reporting

5. Monthly Update Report, T. Morrison reporting

- Anniversary Party happening on March 2nd.
- GM and other managers planning a visit to Durango Co+Op.
- Store is doing well, numbers/financials are doing well.
- April 9-12, NCG Spring meeting – GM will be out.
- X5 Asset Protection:
 - Plans to re-do asphalt in parking lot in the spring and re-stripe.
 - No security, equipment, maintenance, fire notification concerns. Ditch behind Co+Op has been cemented in. Asset management is in good shape.
- Motion to approve X5 as reported by GM; Passed 5:0

Self Monitoring & Decisions

6. DNS registration for losalamos.coop

- Finances: switch finances over to Co+Op book-keeper
- Technical: to be outsourced to tech company
- Administrative: to be passed along to Secretary. These duties include assuring continuity, ensuring that finances are paid (via email reminder), ensuring that technical people have the appropriate resources.
- Motion to change the DNS registration responsibility from Ed Santiago to Secretary for Administrative, Co+Op book keeper for finances and to be determined for technical services. Passed 5:0.

7. Board Recruitment

- Co+Op Outreach representative will re-invigorate the Announcements Board outside the Co+Op indicating that Board members are needed.
- Considering putting up pictures of current Board Members
- Will advertise that application packets are available for pick-up at the front desk.

- Have a generic informational application packet on the Co+Op web page.
- Will also add a write-up requesting that interested members pick up an application in the Annual Survey set to go out to Co+Op members.

8. Board orientation/culture committee

J. Barber reporting:

- Need to update Roles & Responsibilities of Officers.
- Requesting suggestions on streamlining the Culture document.
- Add to future discussion topics: do we want to simplify the Secretary Box?

9. Board SOP committee

- President reminded Officers to develop their SOP before rotating off of the Board.

10. Treasurer Update: Status of letter to member investors

- S. Snapp will issue a letter to investors stating that by the end of the year Co+Op can start repaying loans, however, when Natural Grocers (NG) open in town, payments may have to stop if the effect of the opening is detrimental to Co+Op's finances.
- GM will discuss with CO+Op lawyer how to address the loan payments for member investors who opted not to extend their loans.
- GM will also look into the \$ amount of these member loans to see how practical it is to pay off
- GM to confirm contact info., payment terms per loan, and options for repayment.
- GM will request loan documents from Secretary.

Closings

11. Other Business

- Motion to appoint J. Faulconer to head Annual Board Meeting Committee; Passed 5:0
- Secretary to create ballots for new Board member elections
- GM will pass along survey credentials to Secretary to create online survey and paper copies
- Monthly GM/Board meetings
- Next Board meeting March 27th. Open invitation to board members to sit in on next meeting with Todd since both President and V. President are rotating off of the Board
- Debrief/Evaluate meeting.

Executive Session

7:35 pm.: adjourned