

Rutland Area Food Coop Board of Directors Agenda
March 27, 2025
Location: RAFC board meeting room



BOD present:

Theresa Haywood- 1st Facilitator
Jeanne Kaufman- 2nd facilitator
Kevin Gustafson- Clerk
Irene Gold
Jennifer Sanford
Kathleen Wanner
Justine Ligon
Sue Priest

Not present:

Steven Morneau- Treasurer
Gisella Keller
Max Walker

Guests: Hannah Abrams, Scout & Trenton Turner

Board recorder: Katie Salomon

GM: Chris Etori

Facilitator Call to Order: Theresa called the meeting to order at 6:07PM. Kevin was elected timekeeper.

Announcements: please consider reimbursing Kathleen \$10 for nametags. Thank you Kathleen!

Comments From Staff or Member- Owner Guests: Trenton and Scout Turner introduced themselves, as did Hannah Abrams

Clerks Report:

-Approval of February minutes with grammatical and text edits:

Motion to Approve February Minutes:

-1st- Kevin

-2nd- Jennifer

All were in favor.

Treasurer's Report:

Finance Committee: \$53,000 loss will be carried for a quarter due to inventory changes. Steven suggested \$20,000 be moved from the savings account to our Money Market due to the 2% rate.

*Marsha to review accrual method of accounting

Committees:

Education & Outreach Committee: The committee completed the verbiage for the Member benefit informational card. It has been submitted to Chris to be paired with pictures and printed. Kathleen completed an invitation for submission of recipes for the 30th anniversary cookbook. A mass email will be sent to members.

Strategic Planning: Gisela will step down from her leadership position in the committee. She has suggested conducting a strength assessment to self-rate to target prospective board members. Kevin offered to lead the committee and Kathleen offered to co-lead with Kevin given his unpredictable schedule. Kathleen plans to research grant opportunities.

Membership Outreach:

Dismas House dinners have been successful. The committee is placing its focus on Nourishing Neighbors. Irene has tentatively offered her participation. The committee's intention is to use all co-op ingredients for the Dismas House dinners.

Policy Governance:

Board Process

C2- Irene

Irene believes the board is in compliance with no recommended changes.

Executive Limitations

B, B2- Chris

Chris submitted B (Global constraint) regarding actions seen to be law abiding as well as ethical principles and cooperative principles to be in compliance although he defined items such as, Education, training and information as minimally compliant.

B2- Chris believes he is out of compliance, according to B2, as the budget was not submitted to the board at the start of the fiscal year. The plan to come into compliance is to submit this budget at the BOD meeting in May.

Motion to accept policy B in compliance and B2 out of compliance with a plan in place to get B2 in compliance in May

1st- Theresa

2nd- Jeanne

All were in favor.

GM Update:

Chris is moving into GM responsibilities and less operations. He has been making a large push toward marketing efforts by consulting with digital marketing firms.

Chris also discussed EAP enrollment -staff to get 3 counseling opportunities and legal help. A staff meeting was held and discussed the Ends policy, strengths and challenges. Chris is working with staff to create action items
Strengths include – products, workplace, solid shared values, customer experience.
Inventory will be held April 16th . Chris met with Morgan from The Mint and discussed projects concerning the construction of end caps and flooring.
Brandon from NCG is putting together a retail assessment and has offered to fund a market study.

Old Business:

Chamber Mixers/events

*Jeanne to retrieve schedule for the Chamber of Commerce

New Business:

Annual Meeting Committee

Jennifer

Kevin

Irene

Theresa

Jeanne (tentatively)

The committee will officially start meeting April

The annual meeting to be held Aug 21st

NFCA Meeting update

Theresa was in attendance with Kathleen and Tres. Theresa shared the annual report.

The UN declared 2025 the year of the co-op. Hopes to disseminate this amongst member-owners.

Review of Upcoming Meetings:

- Membership outreach (2nd Tues., 6pm, virtual): Apr. 8
- Strategic Plan/ Lease (4th Thurs March 27., 1pm, virtual): April 24
- Columinate consultant/exec. team/GM meeting (2nd Thurs, 1pm, virtual): this mo. is 3rd Thurs: April 17th.
- Finance (3rd Wed., 6pm, virtual): Apr. 16th
- Education (3rd Thurs, 2pm, RAFC): Apr. 17th

Next BOD meeting (4th Thurs., 6pm, RAFC): April 24th

PG Assignments:

-GM B7

-Board C3- Sue

Future Agenda Items: None.

Action Items:

- * Requests for gift cards and silent auctions to be addressed.
- *The BOD is to consider its participation in the Dismas House dinners.
- *BOD to consider activities for Pride event for participation
- *BOD to consider strategic Planning committee leadership and email scheduling ideas.
- *Kevin to put together strategic Planning ideas
- * BOD to consider qualities in prospective BOD members for Nominating Committee

What the BOD would tell members about this meeting:

Guests enjoyed the meeting and would return.

Meeting adjourned: 7:37pm

All in favor. With plans to move executive session.