

**Frederick County Consumer Cooperative  
Board of Directors Meeting  
March 28, 2019  
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**Board members present:** Megan Schneebaum, Sasha Crum, Stephanie Walker, John Beutler, David Cloutier, Sibylle Mangum, Evan Rosenberg, Lisa Williams

**Board members absent:** Annie Marshall

**Staff members present:** Bob Thompson, Sarah Lebherz

The meeting was called to order at 6:02pm by Megan Schneebaum, Board President. A quorum was present.

**Consent Agenda**

The Consent Agenda was approved.

**Owner Comment Period**

Ms. Greenberg expressed concern regarding increased plastic use. Bob explained that the plastic bags in Produce increase accessibility to the community at large and reapportion plastic use per product weight. The board assured Ms. Greenberg that the board does monitor environmental consciousness, is planning a green expansion, and that the Advocacy Committee can address such concerns of the community.

Two doctoral students of Hood College studying board operations observed.

**Lisa's Presidency**

The board formally thanked Lisa for her efforts during her term as President. It was an especially complex year, and her service is appreciated. A card and small gift were presented.

**Expansion Update**

- The board will receive training for campaign calls, etc. from Ben Sandell.
- Demolition at the 7<sup>th</sup> Street site will begin next week.
- The 7<sup>th</sup> Street site roof will not support solar. Alternatives would be cost-prohibitive at present, but could be revisited as a possibility.

**Campaign Update**

- The campaign will publicly launch April 22<sup>nd</sup>. Lists of qualifying owners are being pulled for the board and staff to contact via letter and phone call.
- The board will meet more frequently during the campaign. Additional board meetings have been scheduled for April 11<sup>th</sup>, May 9<sup>th</sup>, and June 13<sup>th</sup>.
- Once an investor has committed, a package with all necessary documents will be mailed.
- Investments made online will not be a facet of this campaign.
- The possibility of allowing retirement accounts or credit cards to be used investments will be determined.

**Call with Ben Sandell**

The board conversed with Ben Sandell regarding best practices in communicating with potential investors.

The board conversed after the phone call and concluded that it would like the Common Market to use its amassed knowledge throughout this process to become a resource to other expanding co-ops in future.

**Vote on Resolution to Authorize Personnel**

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Sarah Lebherz, Diane Keener, and Bob Thompson are authorized to accept Subscription Agreements and the subsequent stock purchase from owners. Sasha moved to resolve as stated, David seconded, and it was unanimously resolved.

**Vote on Board Budget**

The FY2020 board budget was presented with an increase to \$15/person for meeting meals. David moved to approve, John seconded, and it was unanimously approved.

**GM Monitoring Report – B8: Membership**

Bob reported compliance with policy B8: Membership. The coop has continued to grow in owners and engagement offerings. Patronage rebate redemption this year was 93%. Sasha moved to accept the report as presented. Evan seconded, and it was unanimously approved.

**Board Monitoring**

The board monitoring reported compliance, with some reports of partial compliance. The Board Development Committee was not formally populated last election due to lack of need. It is possible that with staff's increased presence in the facilitation of the annual elections that a board committee for this purpose is unnecessary. If the board were to alter this, it would require an adjustment of the officers' roles.

**CCMA Planning**

Evan, Megan, Sasha, Sibylle, and Stephanie will be attending CCMA in June. Annie and Lisa will possibly be attending. Board members' arrangements will be made April 1<sup>st</sup>.

**Odds & Ends**

- A capital expenditure of \$7,200 is requested to replace a server that controls all transactions and electronic traffic in the store. Evan moved that the additional expenditure be approved. Sasha seconded, and it was approved by David, Evan, John, Lisa, Megan, Sasha, and Stephanie.
- Former board member Kate Moss passed away. Annie wrote an article about her for the newsletter. A GoFundMe is available to support her children.
- The Diversity Committee conferred with Michael Healy, and from that conversation has resolved to conduct research on attracting more diverse groups of people to the co-op. Sibylle will present the committee's findings in June.
- Emails to the board's email are being forwarded to the entire Executive Committee, with the Secretary designated to respond.
- The board will resume its column in the newsletter.
- To reduce waste, newsletters will now only be mailed to owners who actively opt in to receiving mail.
- Annie, Evan, and Sasha will be attending Coop 101 on 4/12.
- An organization called RISE approached the Common Market about advocacy for its cause. As the organization's mission does not pertain directly to the Common Market's ends, the board has declined active participation. An invitation to be considered for a Bring-a-Bag recipient will be extended.
- MAFCA may disassemble.
- Lovettsville Coop and Tacoma Park Coop will be visiting the Common Market.
- Megan is now an owner of Lovettsville Coop.

At 8:50pm, Megan motioned to adjourn to Executive Session.

Minutes were taken by Sasha Crum, Board Secretary.