

**Frederick County Consumer Cooperative
Board of Directors Meeting
April 22nd, 2021
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Board members present: Megan Schneebaum, Annie Marshall, Stephanie Walker, Evan Rosenberg, Bob Wolpert, John Beutler, John Clarke, Alecks Moss

Board members absent:

Staff members present: Román Diaz, Sarah Lebherz, Ashley Pilahome

Owners present for meeting:

The meeting was called to order at 6:09pm by Megan Schneebaum via Zoom.

“Food for Thought: A Speaker Series”

Kimberly Scott, President and Founder – Moving Us Forward, Inc. – a nonprofit focused on advocating for disadvantaged minority communities. (www.movingusforwardinc.com)

Approval of Agenda

Agenda is approved.

Consent Agenda

Refunds are approved. Minutes are approved.

Owner Comment Period

No comments.

Monthly Financials

The sales have gone down at Route 85 as well as 7th Street. However, over the last several weeks, we are starting to trend ahead from week to week in sales growth. Sarah explains that as we see café sales grow that the basket size might start to look different because the basket sizes are smaller for just café purchases. John B. says that maybe with a little less COVID impact that we might start to see more people out getting the smaller items, like just café items.

Produce Initiative Update

Román says that it is going well, and we continue to move forward with it.

GM Monitoring

- B3 – Financial Condition: Our labor is remaining steady; however, our fix expenses seem a little higher because we are missing sales. The gross profit margin is where we need to increase a point. EBITDAP we improved from last quarter and broke even this quarter. We continue to work on Gross Margin and Labor as those are the expenses we have more control over. To continue to drive sales, we are pushing sales from the value point of view and hoping to draw in a new set of customers. Sarah talks about how we are not gaining cash and that she is working on renegotiating terms with vendors. We also want to ensure that we not paying our bills too fast which pushes more cash out before needed. We made some changes to janitorial and reviewing some larger costly items so we can course correct; balance sheet wise we still have cash but until we really get sales behind us, we need to continue to analyze what is going on which is hard to do when you are in the middle of an evolving pandemic. Stephanie asks if there are things that we are doing or can be doing to stretch on continuing

to drive sales; Roman answers that Susan is working on reaching out to more communities and we are evaluating the overall cleanliness of the store as well. Megan asks if there is a way to get some sort of snapshot of what information would look like as to when we think we are significantly concerned; Sarah thinks that we will know rather quickly if we do not start gaining cash. Román believes if things have not turned around by fall, that we should be concerned. Stephanie wants to continue to watch the cash line as it does look like the cash decline is getting smaller than it was the prior quarter. The report is in noncompliance so there will be no vote on this.

Document Storage Discussion

- How far back should we archive?
 - John B. suggest going back 5 years on the website.
- Other documents to archive?
- Paper files to scan.
- Is there anything else we should be including in the minutes?
 - Evan says that he feels comfortable with the amount of information on the minutes.
 - Megan says that when it includes a vote that maybe the minutes include more of the discussion in the minutes; this could be useful to the new members.
- Meeting minutes packet for New Board members?
 - Alecks says that she read a couple but would not read an entire year's worth of minutes before joining the board.
 - Stephanie says that maybe having a report from the prior year compared to what is being reported on might be good for new individuals to see so they are aware of what they will be reporting on.

Stephanie mentions that having three places to store the minutes is a little much and that we need to limit the areas where we are maintaining this. John C. says it will take some time for items to get on the google drive and he appreciates everyone input.

Incumbents Declare Intent to Run

Evan and Stephanie will not be running again.

That does mean that there are exciting elections ahead of us and the recruitment process starts now!

Board Monitoring

- C1 – Unity of Control
 - All 8 responses were received and voted compliance.
- C2 –
 - All 8 responses received and 7 voted compliance and 1 voted partial compliance.

DEI Update

Great speaker last night from Sunrise; spoke about how we use our creativity in climate justice. Two owners were present and participated in helping brainstorm ways to help more marginalized communities with climate change. We are currently reading Disability Visibility for the May 19th meeting. The speaker for next month is Elizabeth Chung from the American Asian Center of Frederick

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Odds and end:

- Green Committee – A lot of recycling efforts this month! Reorganized the recycling areas, plastic bag efforts are going well, we are looking for alternatives to the clam shells and we are partnering with Key City Compost in the eEnd recycling event this week.
- Lunch with Leadership – Great discussion with the 7th Street Team!
- LoCo for Local – July 17th
- Co-op Café – 4/17, 4/25, 4/26
- Elections – please start getting the word out about the upcoming elections!
- Good of the Order
 - John B – Baltimore Food Scapes – there is a lot of local farm to table items in this.
- Follow up work/next steps.

The meeting was adjourned at 8:32pm.