

Frederick County Consumer Cooperative

Board of Directors Meeting

May 23, 2024

Board Members Present: Megan Schneebaum, Julie Richards, Toby Schermerhorn, Alecks Moss, Kai Hagen, Armando Martinez, Joe Eastwood, Juan Ducos, Merrick (late arrival - 7:30pm)

Board Liaison Present: Zoe Brittain

Staff Members Present: Román Diaz, Sarah Lebherz, Armando Martinez, Joe Eastwood, Zoe Brittain, Amanda Harmon, Nick Fitzpatrick, Christopher Repinski

Owners Present:

The meeting was called to order at 6:02pm by Julie Richards via Zoom.

Approval of Agenda: Megan motions to approve the May 2024 Common Market Co-op Board of Directors meeting agenda. Toby seconds, all board members vote in favor.

Quick Check in.

Consent Agenda:

- April 25 minutes - approved
- Owner refunds: #2513 (other reasons)

Owner comment period:

Christopher Repinski suggested we explore the possibility of investing in solar panels for the parking lot. Renewable solar options were explored 4 years ago however, one of the concerns was canopy structures obstructing other store fronts in the lot. Christopher will follow up in one month with more research.

Bernadette Dabler (not present at meeting) expressed concerns about Apee chemical spray, and Common Market's vetting process for produce vendors. We currently do not receive any organic produce from Four Seasons Produce that is sprayed with Apee. We will continue to work closely with our produce suppliers.

Román to follow-up with Owner Bernadette Dabler.

Board-Staff Liaison Update:

Zoe no staff comments to report. Amanda to take over Owner Comment Box moving forward, sharing pertinent comments with the board.

Board Monitoring D3 - Board Agenda Planning and Board Minutes:

Megan shares her screen of policy D3 - Board Agenda Planning and Board Minutes and asks for Board reflection on Board performance in regards to policy.

Discussion around changing policy to explicitly state that the secretary is responsible for taking the meeting minutes and storing executive session minutes.

Board Monitoring C4, C5 and C6:

- Revised C4: Board discussed the use of “reasonable person” and whether it’s an appropriate use and term for this policy. Julie to follow-up with Micheal Healy on C4.2 regarding language.
- Revised C5: Toby motions to approve the revisions to Policy C5, Julie seconds, all Board members present vote in favor.
- New C6: Toby motions to adopt the new C6 Policy proposed by Julie. Julie seconds, all Board members present are in favor.

Financial Dashboard update: Román presents the financial dashboard.

GM Monitoring B6 - Emergency Management Succession:

Román reports overall satisfaction regarding policy B6 - Emergency Management Succession. All criteria in this report meet standards.

Merrick motions to approve the GM monitoring report on policy B6 - Emergency Management Succession. Kai seconds, all board members vote in favor.

Board Budget Proposal presented by Treasurer:

Juan Ducos presents and discusses the Board Budget Proposal. Board to Approve Budget at June 27 Meeting.

Break: 7:31

Strategic Planning Discussion: - Route 85 Survey Results

Román discusses the overall changes and investments that will be made at Rt. 85. Goal is to improve basket size through marketing efforts. Customers are overall very happy with the store; all suggestions and feedback were reasonable requests for store ops to implement.

Board Review of Code of Conduct, Accountability through Agreements: To be discussed at June 27 Meeting

Odds and End:

- Board Elections Update

- Put out the newsletter, please respond to Newsletter by June 15th
- Call for Candidates on the TV Screens (June)
- **Board's Quarterly Working Meeting - Thursday 11th July (7-9 pm)**
- **In Store Events: Saturday 29th June, Community Yoga & Wellness Celebration (12-3 pm)** This event has been postponed to June 2025. Saturday 24th August, 50th Anniversary Celebration; October 19th Ownerfest**
- **Farm Tour: Pleasant Hill Produce - June 15th (10-11:30 am)**
- **MAFCA Meeting Recap (Joe)**
- **Lunch with Leadership: 07/11 @ 7th Street(Kai) ; 07/25 @ Rte. 85 (12 pm)(Alecks)**
- **CBLD Training Calendar: 07/20 and 10/26 Virtual CBLD 101 (new Board members)**
<https://columinate.coop/events/>
- **CCMA 2024 in Portland, Maine: May 30th - June 1st** - Recordings for CCMA will be available for \$600
- **Good of the Order**
 - Julie reached out to Erin from Mary's University about getting funding for potential Training Programs
 - Toby mentioned discussing Retreat Planning at next meeting

Follow up work/next steps:

- Roman to follow-up with Owner Bernadette Dabler
- Send Spoonful Newsletter responses to Alecks by June 15th
- Board to Approve Budget June 27 Meeting

The meeting was adjourned at 9:24pm by Julie Richards. Executive session followed. Meeting minutes recorded by Amanda Harmon.