



Minutes of River Market
Board of Directors Meeting
August 8th, 2017
6:30 p.m. in the River Market Loft

Attendance

Directors Attending

Alison Komarek
Nate Hart
Brock Ehnert
Dan Puraty
Chris Jensen
Elissa Cottle
April Rust
Sara Morrison

Directors Not Attending

Kellie Seth
Matt Ludt

Also Attending

Mead Stone
Nicole Sullivan
Olivia Dropps

Call to Order 6:39 pm

- President Alison Komarek called the River Market Board of Directors meeting to order at 6:39 pm. Introductions were made around the table.

Owner comments

- None

Points of order

- None

Approval of Procedural Documents

The Consent Agenda was called. Items on the Consent Agenda were:

- A. Meeting Agenda
- B. Open Meeting Minutes 7/11
- C. New & Leaving Owners List
- D. GM Monitoring Report Summary
- E. Global Ends Report
- F. Quarterly Treasurer's Report
- G. 2017-2018 Workplan

- **April Rust pulled item E – Global Ends Report and Alison Komarek pulled item F – Quarterly Treasurer's Report. All other items were approved.**

Board Study and Engagement – Alison Komarek reviewed a session she had attended at the 2017 CCMA conference along with a discussion regarding Board planning.

- Alison Komarek shared with the Board knowledge gained at the 2017 CCMA Conference regarding "Getting off to a great start with your new GM". A summary article from CDS consultants was reviewed. Additionally, the Board discussed work and task planning for the upcoming year. The notes will be posted on Backpack.

Business

BOD/GM Open Discussion – 8:15 pm

- New bridge update – this is a very exciting time for Stillwater.
- Last week was the best sales week for River Market since the week before Easter. It has been really busy in the store and sales are up by 2.3%. Customer counts have increased by 9%. It is unclear if this relates to the new bridge opening but we need to be ready for the increased customers.
- In the Rounding-up Program, July almost doubled June and June doubled May in terms of the number of round-ups given. We were able to give a check for approximately \$2,300 to the Pollinators. They are going to be planting a box garden of pollinators in Pollyanna Park with these funds. The store is now easily getting about 100 a day whereas it used to take a month to get 100 round-ups. This program does not cost the store anything but it is all donations for the community.
- Andre Bessette has started a book club in conjunction with the Bookstore. Any book club gets 15% off from the Bookstore. The hope is to get the club started and then have volunteers run it.
- NCG will be sending a quarterly newsletter to the Board email which will be then distributed to the directors.
- Annual meeting will be catered by Holy Land. Dan Puraty will be bringing a back up sound system. The tickets will be \$5 again. Ticket holders will receive a coupon for the store and the money collected from the tickets will go to the River Market Cooperative Community Fund. This non-profit will also be one of the charity funds in the list for people to vote on at the Annual meeting.
- Looking at the Annual Work Plan, Mead would like to call on the Board to consider answering questions regarding the B7 and B8 during the Board meeting time. This may increase the response rate and make the process more efficient.
- John Lacaria officially accepted the GM position at Eastside.
- Mead is looking into consulting with a PR firm to get them acquainted with our co-op and prepared so that they would be ready to assist in the event they are ever needed.
- The difficulty of delivery trucks backing up in the street when cars are parked there was discussed. The police cannot enforce a no parking there.
- The new bridge already seems to be helping traffic levels in downtown Stillwater.
- There are no specific timelines known for when some streets may become one ways.
- Regarding the PR assessment, is there a timeframe that their assessment would be valuable and current? At this stage it would be more about investing in someone to become familiar with the co-op so that they may jump in if needed.

Fall Retreat 8:28 pm

- Saturday, October 14th is looking like the best date for most people.
- The Stillwater Library availability has not yet been verified.
- Decisions on content for the fall retreat will be discussed next month.

Policy and Rules Committee 8:30 pm

- Summary report on Co-op shares and Patronage refund – there is no funding for a patronage refund and will therefore not be discussed.
- The Board engaged in the C-Report survey exercise for this month.

Board Development Committee 8:36 pm

- The new candidate binder will be completed by Dan Puraty. He will have both a paper and electronic version available.
- The Board buddy for the new director orientation will be Elissa Cottle.

Events/training 8:39 pm

- CBLD 101 is on September 23rd. Registration is open. April Rust will inform the Board candidate.

Media: Currents; Website, etc.

- Currents deadline is October 20th.
- The next Board article for Currents will be written by Sara Morrison. This article will consist of bios of the newly elected directors. As the election results will not be known until after the preferred draft deadline to the Board of the month prior to the due date, this will be an exception. Sara will submit the draft after the election.

Reports

- **Item E – Global Ends Report was pulled by April Rust for discussion.**
- April liked how Mead Stone had written the report as more of a narrative. The approach was appreciated. April would be interested to ask questions about where we could do better or would like to do more, e.g. we did this in recycling last year but next year we would like to do this ...
- It was felt that it is nice to have the rear end view as well as the planning side.
- Alison Komarek also liked the report but would also like to see it establish more direction in the conclusion such as recapping the year as well as any shortfalls and directions to steer or improve challenges.
- **April Rust moved to accept the Ends report as written. Nate Hart seconded. Motion carries.**
- **Item F – Quarterly Treasurer’s Report was pulled by Alison Komarek to discuss a shortfall seen in the budget for director discounts.**
- Nate Hart stated that next year’s budget has already been increased to allow for this. This is actually a positive as it means that the directors are supporting the co-op.
- **Alison Komarek moved to accept the Quarterly Treasurer’s Report as is. Sara Morrison seconded. Motion carries.**

Director Questions & Assignments

September and Annual Meeting Assignments:

Leadership Tasks and Work

- Prepare for Annual Meeting Presentation
- Board Annual Meeting Report

Board Closed Session

- Complete GM Evaluation (and Compensation Review in years in which it is due - a 3 year compensation plan was completed in 2015) if not already done so

Board Tasks and Work

- Review Annual Meeting Board Role

GM Activities

- GM monthly report
- B.1 Financial Condition
- Auditor's Report
- Audited Financials
- GM Annual Meeting Report

Board Development Committee

- Communicate Orientation Plan to New Directors

Policy and Rules Committee

- Be mindful of Annual Meeting & Election rules & policies

Other

- CBLD Consultant Call
- Oct. 20th is Current's Deadline
- Quorum?

Open Session Adjournment 8:51 pm

The Board met for a Closed Session at 8:51 pm

The Closed Session adjourned at 9:23 pm

Respectfully Submitted

Nicole Sullivan

Board Administrative Assistant