

Minutes of Regular Meeting - May 20th, 2025

Washington County Historical Society and Zoom

Attendance:

Directors Present:

In-person: Luke Engel, Randy Gutzmann, Amanda Hanlon, Julie Luna, David Mickelson, Stephen Munasinghe, and Judy Murphy

Via Zoom: Meghan Hatalla

Directors Absent:

Karen Hulstrand

The Directors present constituted a quorum.

Others Present:

Sara Morrison, River Market Community Co-op (RMCC) General Manager (GM), and Grace Lehne, RMCC Board Administrative Assistant (BAA)

Call to Order

Mr. Engel called the May 20th, 2025 meeting of the RMCC Board of Directors to order at 6:05 p.m.

Owner Comments and Points of Order

Mr. Engel acknowledged no owners were present. Mr. Engel called for any points of order to be added. No points of order were added.

Consent Agenda / Pulled Reports

Mr. Engel then called upon directors to identify reports for removal from May's Consent Agenda. No reports were pulled. Mr. Mickelson moved to accept the consent agenda, which was seconded by Ms. Luna, and approved by the board.

BOD/GM Open Discussion

Ms. Morrison opened the floor for questions about the General Manager's Report. Ms. Morrison was congratulated by the board on successful sales from the prior month. Ms. Morrison answered questions about new fixtures in the southwest corner of the store.

B.I: Q3 2025 Financial Condition

Ms. Morrison opened the floor for questions about the Q3 2025 B.I report. Questions were asked about the impacts of category management on the financial successes of the Center Store department. Ms. Morrison spoke about how discounts and price adjustments can have a positive impact on the department. Ms. Luna moved to accept the B.I report, which was seconded by Mr. Mickelson and approved by the board.

Monitoring Report Post-Mortem

Mr. Engel opened the floor for discussion about reviewing all C monitoring reports in one board meeting. Discussion was had about the benefits and drawbacks of clumping the reports together. The board agreed to do one monitoring report at the start of the board year, then groups of monitoring reports later in the board year.

Policy and Rules Committee Minutes

Mr. Munasinghe led a discussion about the Policy and Rules Committee meeting minutes.

Discussion was had about proposed changes.

- Committee charters will be renewed each July, instead of every-other July. Ms. Luna moved to accept the proposed changes, which was seconded by Ms. Murphy and approved by the board.
- Board members who attend less than 80% of a board meeting will be marked as absent. Arrival times of late directors and departure times of directors who leave early will be recorded in the attendance log maintained by the Board Administrative Assistant. Mr. Mickelson moved to accept the proposed changes, which was seconded by Mr. Engel and approved by the board.
- A portion of the C2.1 policy will be reworded to clarify the expected relationship between board members and owners. Ms. Luna moved to accept the proposed changes, which was seconded by Mr. Mickelson and approved by the board.

Ms. Luna moved to accept the Policy and Rules Report, which was seconded by Mr. Mickelson and approved by the board.

Pulled Reports

No reports were pulled.

Board Check-in

The board discussed check-in items including the upcoming newsletter article, D monitoring reports, committee charter reviews, a change in the timing of the B.2 report, and addressed open triage items.

Break 7:03 – 7:10 PM

Executive Session

Mr. Engel opened the Executive Session. The Open Session resumed upon the Executive Session's conclusion.

Adjournment

There being no further business to discuss, Ms. Luna moved to adjourn the meeting. This was seconded by Mr. Mickelson, and passed. The meeting was adjourned at 8:40 p.m.

Submitted by Grace Lehne, RMCC Board Administrative Assistant