

Hendersonville Community Co-op Board of Directors Meeting

60 South Charleston Lane, Hendersonville, NC

March 24, 2020, 6:06pm

Board Present: M.C. Gaylord, Andrea Larsen, Michelle Miller, Melany Thum-McAleer, Angela Prodrick, Launa Tierney, George Wheeler, Carolyn Widener **Board Absent:** Trey Singleton
Staff Present: Damian Tody, GM **Others Present:** Liz Malloy, Board AA

Announcements

- Birthday wishes extended to AA Liz Malloy and GM Damian Tody.
- Board President Angela Prodrick reviewed ground rules for the teleconferenced board meeting.

Approval of Agenda – The Board was **in consensus** to approve the Meeting Agenda, edited to remove the Executive Session.

Consent Agenda – The Board was **in consensus** to approve the February 2020 Board Meeting Minutes.

Owner Comments – None

GM Report – GM Damian Tody reviewed the Operations Report/Monthly Financials. Numerous changes have been made in the store due to COVID-19 and additional ones are expected, including commercial sanitation services if needed. Increased safety measures include the installation of Plexiglas barriers at checkout. Deliveries are happening, the shelves are stocked but quantity limits may be enforced. The staff is doing an excellent job. The Board will not attend the CCMA Conference in June, and discussed using the funds budgeted to support HCC staff needs. Treasurer Carolyn Widener will email directors details on the budget amount after which an email consensus decision will be reached. Damian was commended for his leadership during these challenging times for the Co-op and the community.

Policy Governance

- BGM3: Accountability to the GM: **In compliance.** No revisions needed.
- BGM4: Delegation to the GM. **In compliance.** No revisions needed.

Governance

- 2020 Board Calendar – VP Launa Tierney continues to update the calendar and requested known committee meeting dates be emailed to her. Monitoring GL1 has been moved from August to May and GL3 from May to August. The Board was **in consensus** to add an “Ideas Parking Lot” discussion to the May and October agendas.
- 2020 Annual Business Meeting –M.C. Gaylord, Owner Engagement Committee member, reported 25 attendees at the March 7th event. A favorable time, location and strong presentation by staff contributed to its success.
- Committee Reports
 - *Owner Engagement* - The Annual Harvest Celebration is scheduled September 26th, 4-7pm. (Rain date: October 3rd). The Directors’ Bulletin Board will need relocating in the store.
 - Committee member Melany Thum McAleer, who also serves on the *Landscape Committee*, discussed possible volunteer resources. Damian, who this non-board committee reports to, asked that she read Bylaws, Articles of Incorporation and Operations Policy parameters regarding co-op volunteer restrictions. Angela Prodrick asked her to bring this to the meeting in April.
 - *Board Operations* – Secretary and committee member Andrea Larsen reports continued review and update of Board Job Descriptions. A committee report on April/May work will be made at the June Board meeting. BP6 revision is still in process as are several other board documents.
 - *Board Development*- Treasurer and committee member Carolyn Widener reports that election timelines and board director recruitment materials are in review//update, including possible translation into Spanish. The Board will review and approve all materials at a future meeting.

Review

- Carolyn to email amount budgeted for CCMA Conference, Angela to affirm a consensus approval, Melany to research volunteer restrictions; Directors to email known calendar dates to Launa; “Ideas Parking Lot” to be added to May and December board agendas; all committees are continuing project work and will report back at a future meeting.

Gratitude was extended to all those in attendance.

The meeting adjourned at 7:00pm.

Respectfully submitted by E. Malloy, 03.27.20. Board approved 04.28.20.