

# Hendersonville Community Co-op Board of Directors Meeting

60 South Charleston Lane, Hendersonville, NC

March 26, 2019, 6:00pm

**Board Present:** Andrea Larsen, Laura Miklowitz, Tammy Muehlenz, Susan O'Brien, Melany Thum-McAleer, Carolyn Widener, Laura Smith Williams **Board Absent:** Michelle Miller, Michelle Tennant  
**Staff Present:** Damian Tody, GM; Barbara Hein, Finance Mgr. **Others Present:** Liz Malloy, Admin. Asst.; Christian Boehn, Jan Tuech, owners

## Announcements

- Introductions and welcome.
- Happy Birthday wishes were expressed to Liz Malloy, Tammy Muehlenz and Damian Tody.
- Bring toilet paper rolls for gardening project to the April board meeting.

**Approval of Agenda** – The Board was **in consensus** to approve the meeting agenda.

**Owner Comments** – Christian Boehn shared that he has been an owner since the 1980s.

**Consent Agenda** – The Board was **in consensus** to accept the February board meeting minutes.

## Study and Engagement – HCC Financial Review

Laura Smith Williams and Barbara Hein conducted an overview of cash flow and financial reports.

## GM Report

- Damian reports that Duke Power approved a \$49,395 cash rebate, which should be received soon.
- Cooper Construction will repair the walkway damage (\$4200) which is covered by the driver's insurance.
- Damian is in continued conversation with Self-Help officials about parking matters.
- The NCG-DC (National Cooperative Grocers—Development Cooperative) contract has ended.
- Of four audits scheduled for 2019 (HR/admin, produce, deli and meat), HR/admin is completed.

## Policy Governance Review

- GL4 Communication and Support to the Board: **In compliance** on 7 of 7. No revision needed.
- BGM3 Accountability of the GM: **In compliance**. No revision needed.
- BGM4 Delegation to the GM: **In compliance**. No revision needed.

## Governance

- Andrea Larsen, Secretary, reported decisions made by the Board during the February Executive Session:
  - **By consensus**, the Board granted a Preferred Share Emergency Redemption Request made by one shareholder.
- Board Operations Committee –The committee will work on Board Job Descriptions and committee charter edits and bring back to the Board for review. Committee chairs are: Board Operations: Susan O'Brien; Owner Engagement: Laura Miklowitz, and Board Development, Michelle Tennant. The Board was **in consensus** to accept revisions to BP4 Annual Planning. The committee does not recommend revisions to GL9 Compensation.
- Owner Engagement Committee – Efforts will be made to get owners more involved in the Annual Business Meeting. CCMA questionnaire to include questions about the Harvest Celebration and Annual Business Meeting.
- Board Development Committee – Melany Thum McAleer and Laura Miklowitz will attend the CCMA conference. Rooms have been reserved. Laura Miklowitz and Michael Healy will be presenters. Michelle Tennant and Tammy Muehlenz, though not selected, were recognized for their presentation submission. Annual Retreat planning will be added to the April Board Development Committee meeting agenda. The next phone call with Michael Healy is April 17, at 4pm.

Gratitudes were shared and the meeting adjourned at 8:02pm.

*Respectfully submitted by E. Malloy, 04.01.19. Edits by L. Miklowitz, 04.02.19, S. O'Brien, 04.01.19 and M. Tennant, 04.23.19. Board approved 04.23.19.*