

**Open Harvest Cooperative
Board of Directors Meeting Minutes
Tuesday December 3rd, 2024
6:30-8:30pm, Teams Meeting**

Present:	<p>Board Directors: Carla Dittman (Chair), Anna Hernoud (Vice Chair), Sara Brubacher (Secretary), Kay Walter, Jarvis Green, Rollin Metzger, Monica Snowden, Lynne Ireland, Keith Dubas</p> <p>Staff Members: Amy Tabor (GM)</p> <p>Guests/Member-Owners: N/A</p> <p>Absent: None</p>
6:32	<p>Check-in Question: The Board Chair introduced a new check in question to start off the meeting. Each Board Director was asked to go around the room and describe their status in three words.</p> <p>Each Board Director responded.</p>
6:37 pm	<p>Welcome reading of our land acknowledgement: The Board Chair called the meeting to order, welcomed Directors, and Staff.</p> <p>The Board Chair then called roll call. All directors and the GM were present. The Board Chair volunteered to read the land acknowledgement to start the meeting.</p>
6:41 pm	<p>CONSENSUS ITEMS:</p> <ol style="list-style-type: none"> 1. November Minutes. 2. November Executive Session Minutes. 3. 2024 Annual Meeting Minutes 4. December Agenda 5. In-person board meeting (Feb 4 or March 4) <p>The Board Chair asked for approval of the November and Executive Session minutes, The Chair asked for any questions or concerns. Two directors abstained from approval of the Executive Session Minutes since they were not in attendance. The Board approved both the November minutes and November Executive Session Minutes with no concerns.</p>

	<p>The Chair then asked for approval of the 2024 Annual Meeting Minutes. One Director abstained because they were not in attendance. The Board approved, with no concerns.</p> <p>The Board Chair asked for any concerns about December’s agenda. The Board approved with no concerns.</p> <p>The final consensus item to approve was the date of the next in-person meeting. The Board Vice Chair could not make it in February, no other conflicts were for March.</p> <p>The board unanimously approved the in-person meeting to be on March 4th, 2025.</p>
<p>6:47</p>	<p>Annual Board Conflict of Interest. An annual survey to update contact information and the G5 the policy of board code of conduct.</p> <p>The survey was incomplete and needs to be tabled until the January meeting.</p> <p>The Board approved this decision with no concerns.</p>
<p>6:48 pm</p>	<p>General Manager Report:</p> <p><u>GM Update</u></p> <p>GM provided an update on November in the store including store goals, strategic priorities and progress. GM Provided updates on promotions including the Field Day Co-op Deals promotion, and looking forward to the food drive for the Lincoln Food Bank. GM provided updates on the new gift ownership in the store, making it easier for customers to give the gift of membership for the holiday season. GM also provided updates on holiday orders within the store. GM reminded the board of the section in the deli seating for The Board headshots, calendar, and notes. GM was excited to announce that Open Harvest was a presenting sponsor for the 10/11 News “Our Town” segment and will be featured on tv the first week in December.</p> <p><u>Board Financial Dashboard</u></p> <p>The GM shared highlights of October finances in sales and customer count which exceeded our budget with a trending growth over the previous year.</p> <p><u>Ownership & Abandoned Equity Report</u></p> <p>GM reported on October being an owner drive month, reporting on new members and a growing owner count.</p>

<p>7:17 pm</p>	<p>General Manager Report Consensus Items:</p> <p><u>Monitor Global Ends (E-policy)</u></p> <p>GM reports to be really proud of all that the store has accomplished, all that we set out to do with the store move, and how the community has supported us and responded so positively to the new store. The GM shared progress on meeting the co-op's end statement and provided detailed data to support the progress. GM asked if there were any questions regarding the reports. The board directors thanked the GM for this report and all shared that this end of year report is their favorite to read.</p> <p>The Board Chair for approval of the Ends report. The Board approved with no concerns.</p>
<p>7:30 pm</p>	<p>G-Policy Review: The Board chair reviewed the G policy with the directors and went over the results of the board self-evaluation survey. The Board Operations Committee will follow up with some of the concerns brought up, including having the updated policy manual posted.</p>
<p>7:44 pm</p>	<p>Committee Reports.</p> <p>Capital Campaign Committee: Committee discussed having the annual meeting and having a great turn out. Committee discussed thinking about next year being the 50th anniversary meeting and the possibilities of location for the meeting.</p> <p>Annual Meeting Committee: Discussed final report of annual meeting, tracking attendees, highlights, and thoughts for next year.</p> <p>Board Ops Committee: The Committee discussed the December agenda and succession planning for board officer positions.</p> <p>Finance Committee: The Committee discussed the board budget, continuing education, strategic planning for travel/conferences, and metrics for future board budgets.</p>
<p>7:52 pm</p>	<p>Board Officer Elections. The Chair shared the proposed slate for the officer positions of The Board Directors for 2025. The slate consisted of:</p>

	<ul style="list-style-type: none">● Anna Hernoud - Chair● Lynne Ireland - Vice Chair● Carla McCullough Dittman - Secretary <p>The Board Chair asked for approval of the proposed slate for the new positions. The Board approved, with no concerns.</p>
8:10 pm	Adjourn