

**Open Harvest Cooperative
Board of Directors Meeting Minutes
Tuesday January 7th, 2025
6:30-8:00 pm, Teams Meeting**

Present	<p>Board Directors: Anna Hernoud (Chair), Lynne Ireland (Vice Chair), Carla Dittman (Secretary), Sara Brubacher, Kay Walter, Jarvis Green, Rollin Metzger, Monica Snowden, Keith Dubas</p> <p>Staff Members: Amy Tabor (GM), Marc Lorenz (DGM / Produce Manager)</p> <p>Guests/Member-Owners: None</p> <p>Absent: None</p>
6:32 pm	<p>Check-in Question: The Board started the check in question to start off the meeting. Each Board Director was asked to go around the room and describe how they were feeling 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. 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>
6:39 pm	<p>CONSENSUS ITEMS:</p> <ol style="list-style-type: none"> 1. December Minutes. 2. January Agenda <p>The Board Chair asked for approval of the December minutes, The Chair asked for any questions or concerns. The Board approved the December minutes with no concerns.</p>

	<p>The Chair then asked for approval of the January Agenda. The Board approved, with no concerns.</p>
6:45 pm	<p>Annual Board Conflict of Interest. An annual survey to update contact information and the G5 the policy of board code of conduct. All Directors disclosed potential conflicts of interest.</p>
6:48 pm	<p>General Manager Report:</p> <p><u>GM Update</u></p> <p>GM provided a December store update that included a summary of holiday events, upcoming 2Q inventory, staff gifts, and overall store success. The GM reports developing the next three year strategic plan will be a focus in the coming months.</p> <p><u>Board Financial Dashboard</u></p> <p>The GM shared November Finances including sales, margin, labor, liquidity and debt service metrics.</p> <p><u>Ownership & Abandoned Equity Report</u></p> <p>GM reported on November’s ownership and abandoned equity report.</p>
7:17 pm	<p>General Manager Report Consensus Items:</p> <p>L9-Emergency General Manager Succession.</p> <p>GM reports that the L9 report is the emergency General Manager Succession plan. GM reports that our Produce Manager is the new GM Successor.</p> <p>The Board Vice Chair asked for approval of the L9 report and the board approved with no concerns.</p>
7:30 pm	<p>2024/25 Board Goals Review: The Board Vice Chair reviewed the Board Goals set at last year’s Board Retreat. The review included the Capital Campaign</p>

	<p>Committee, Annual Meeting Committee, Board Ops Committee Report, Finance Committee and board administrative tasks and Columinate trainings.</p>
<p>7:50 pm</p>	<p>Committee Reports.</p> <p>Capital Campaign Committee: Committee discussed continued planning for next year being the 50th anniversary and what that celebration could look like.</p> <p>Annual Meeting Committee:</p> <p>Discussed the final report of the annual meeting, tracking attendees, highlights, and thoughts for next year.</p> <p>Board Ops Committee:</p> <p>The Committee prepared the January agenda, discussed the 2025 CCMA Conference, and upcoming Columinate trainings.</p> <p>DEI Committee: Meeting in January.</p> <p>Finance Committee: Did not meet.</p>
<p>7:52 pm</p>	<p>GM shared a short video. The GM shared a video recap from Jeanie Wells (Columinate Consultant) of co-op grocery stores around the nation for the new year and congratulating all the hard work essential workers do and continue to do.</p>
<p>8:00 pm</p>	<p>Adjourn</p>