

**Open Harvest Cooperative
Board of Directors Meeting Minutes
Wednesday, July 6th
Zoom Online Meeting**

Present:	<p>Board Directors: Carla McCullough (Vice Chair), Anna Hernoud (Secretary), Amanda McKay, Jarvis Green, Keith Dubas, Chris Morton</p> <p>Staff Members: Amy Tabor (General Manager), Elizabeth Norris (Food Service Manager), Marc Lorenz (Produce Manager), Lori Allison (Front-End Manager), Kat Cantrell (IT Manager), Margot Conrad</p> <p>Absent: Wally Graeber, Juanita Rice, Shah Uddin</p> <p>Guests/Member-Owners: None</p>
6:15 pm	<p>Welcome, reading of our land acknowledgement, and review action items: Board Chair called the meeting to order. Board Member welcomed Directors, Staff, to the Board Meeting, and read Land Acknowledgement.</p>
6:16 pm	<p>Guest-Member Owner/Staff Comments: No Guest Member-Owners present. No comments from Staff.</p>
6:17 pm	<p>GM Report Reports:</p> <ol style="list-style-type: none"> 1) GM introduced the Co-op Managerial Team, and provided opportunity for each manager to introduce themselves and describe current challenges/projects: <ol style="list-style-type: none"> a. Food Service: Challenged by staffing & supply chain. b. Produce: Focused on increasing local supplier diversity – Happy to bring on Bright Hope Family Farms as a new local vendor c. Front End: Training new Front End Supervisor; 45+ hours/week of cashiers to staff; New opportunity to extend reach of the co-op and bring in new demographic d. IT: 20+ year tenure; Preparing systems for relocation e. Interim GM: Preparing for GM absence; Excited for relocation 2) GM shared highlights from the business plan including: incremental sales growth, increased customer count, increased SEED donations. Wages and benefits increased, worked on new training program, launched Employee Equity Share program, and continued HR partnership with The Merc Co+op. <p>Relocation: In last year, found & announced new site, launched investment campaign, \$200k HFFI Grant, \$500k EIDL loan</p>

	<p>GM shared highlights for the FY23-FY25 Strategic Plan, categories include Market, Customer Experience, Our People, Systems, and Financial.</p> <p>GM opened questions from the Board:</p> <ol style="list-style-type: none"> 1) Improvements to POS / New POS 2) Reconciling End Statement with For-Profit status; Concerned with metrics not capturing the end game 3) Board assistance to aid in staffing issues <p>Monitoring Reports:</p> <ul style="list-style-type: none"> -L Global -L2 Financial Planning & Budgeting <p>CONSENSUS: Board unanimously approved L2; NO CONCERNS.</p> <p>Board Financial Dashboard: May Sales growth Monthly Ownership Report: Investment Campaign has attracted new owners Compliance, Promotions, and Store Goals: Center Store Manager position is vacated; hiring on-going; Interim GM ramping up work</p>
7:00 pm	<p>CONSENSUS ITEMS:</p> <ol style="list-style-type: none"> 1. June Minutes + June Executive Session Minutes 2. August Agenda 3. FY23 Board Budget + Calendar <p>Board Vice Chair opened discussion to share concerns. No Concerns.</p> <p>The Board Vice Chair asked for approval of the June minutes, August agenda, and Board Budget + Calendar. The Board unanimously approved: NO CONCERNS.</p>
7:10 pm	Executive Session. July Relocation Update
7:30 pm	<p>Committee Reports: Committee reports were available prior to the meeting.</p> <p>Board Ops Committee: Met with Consultant; Meetings to be continued on monthly basis</p> <p>DEI Committee: No update; Did not meet in June.</p> <p>Owner Investment Campaign Committee: Complete investment if outstanding. Phase 1 will end in July; Goal of \$500k. Continue calling, on-going need for callers.</p>

	<p>Board Election Committee: Reviewed names of potential candidates, contacting to determine interest.</p> <p>Annual Meeting Committee: No updates. Meeting to be scheduled. Looking for featured speaker; forward suggestions to committee</p>
7:47 pm	Executive Session: Board Resignations + Appointing New Board Officers
7:55 pm	<p>Consensus: Resignations + New Board Officers for Appointment.</p> <p>Board discussed the resignations. Motion to accept two Board resignations. Board unanimously approved, NO CONCERNS.</p> <p>Motion to appoint new Board Officer. Board unanimously approved, NO CONCERNS.</p>
8:00 pm	Board Vice Chair adjourned meeting.