

**Open Harvest Cooperative
Board of Directors Meeting Minutes
Wednesday, June 7th, 2023
Zoom Online Meeting**

Present:	<p>Board Directors: Carla McCullough (Chair), Anna Hernoud (Vice Chair), Shah Uddin, Kay Walter, Jarvis Green, Sara Brubacher, Keith Dubas, Amanda McKay Staff Members: Amy Tabor (GM) Absent: N/A Guests/Member-Owners: None</p>
6:07 pm	<p>Welcome, reading of our land acknowledgement: The Board Chair called the meeting to order, welcomed Directors, and Staff. A Director read the new Land Acknowledgement.</p>
6:05 pm	<p>Guest-Owner Reserved Comments: None.</p>
6:10 pm	<p>CONSENSUS ITEMS:</p> <ol style="list-style-type: none"> 1. May Minutes 2. May Executive Session Minutes 3. June Agenda <p>The Chair asked for approval of the May Minutes, May Executive Session Minutes and June agenda. The Board unanimously approved them with no concerns.</p>
6:15 pm	<p>General Manager Reports. GM presented the:</p> <ol style="list-style-type: none"> 1. Board Financial Dashboard 2. Monthly Ownership Report 3. Compliance, Promotions & Store Goals 4. Relocation Update <p>CONSENSUS ITEMS:</p> <ol style="list-style-type: none"> 1. L7- Communication to the Board - CONSENSUS 2. L8 - Board Logistical Support - CONSENSUS <p>The GM shared highlights that included the review of April sales vs budget, margin reports, owner membership results, and continuation of Pay-It-Forward program.</p>

	<p>The GM talked about the podcast she attended to promote the relocation project, and about the Groundbreaking Ceremony as well as the annual staff meeting that occurred in May. The GM gave updates on new POS training and launch date as well as spoke on the Double Up Food Program being brought online at the store. The GM also reviewed the relocation updates and upcoming Groundbreaking Ceremony details.</p> <p>The Chair asked for approval of the L7, L8 report. The board discussed and unanimously approved with no concerns.</p>
<p>6:45 pm</p>	<p>Preferred Shares - Board calendar, budget</p> <p>The Board discussed changing the date of board meeting days to Tuesdays and reviewed the calendar and budget. The board also discussed the recommendation to do a review for FY23.</p> <p>The Chair asked for approval of the board calendar and budget as well as doing a review for FY23. The board discussed and unanimously approved with no concerns.</p>
<p>7:00 pm</p>	<p>Committee Reports.</p> <p>Board Ops Committee (Anna):</p> <p>The Committee met with board consultant Leslie Watson. The Committee finalized the June agenda, talked about the policy revision process, storing GM evaluation notes, and decided to move Ops Committee meetings to Mondays.</p> <p>DEI Committee (Shah): The Committee spoke about visual community support in the store, and also submitted a revised gender neutral bylaw, which needs to be approved.</p> <p>Finance Committee (Jarvis): The Committee met and decided to conduct a review over an audit. They also talked about the relocation budget and reviewed the board budget.</p> <p>Capital Campaign Committee(Carla): The Committee shared updates on Phase 3 of the campaign being over. The Committee planned to meet with the Angel donor next week, and planned to ask for a smaller amount from foundations to fill the short-fall.</p>

	<p>Board Election Committee (Keith): The Committee presented updates on individuals planning on running for the board, they also shared that there is one opening on the board.</p> <p>GM Review and Compensation(Anna): The Committee met and finalized the amendment for the GM contract. They also spoke about storing documents, and doing something special for Amy’s 10 year anniversary. The GM signed the contract, so the GM Review Committee will be dissolved.</p>
8:00 pm	Board Chair adjourned meeting.