

**Open Harvest Cooperative  
Board of Directors Meeting Minutes  
Wednesday, September 7<sup>th</sup>, 2022  
Zoom Online Meeting**

<b>Present:</b>	<b>Board Directors:</b> Carla McCullough (Chair), Shah Uddin (Secretary), Amanda McKay, Keith Dubas, Chris Morton, Jarvis Green <b>Staff Members:</b> Margot Conrad (Interim GM), Elizabeth Norris (Food Service Manager), Ashley Kobza (Campaign Coordinator) <b>Absent:</b> Anna Hernoud <b>Guests/Member-Owners:</b> Sara Brubacher (Potential Board Applicant), Jeanie Wells (Relocation Consultant)
<b>6:00 pm</b>	<b>Welcome, reading of our land acknowledgement, and review action items:</b> Board Chair called the meeting to order. Board welcomed Directors, Staff, and Guests to the Board Meeting, and read Land Acknowledgement.
<b>6:01 pm</b>	<b>Guest-Owner Reserved Comment Time:</b> None provided.
<b>6:02 pm</b>	<b>CONSENSUS ITEMS:</b> <ol style="list-style-type: none"><li>1. <b>August Minutes</b></li><li>2. <b>August Executive Session Minutes</b></li><li>3. <b>September Agenda</b></li></ol> <b>The Board Chair asked for approval of the August minutes, and September agenda. The Board unanimously approved: NO CONCERNS.</b>
<b>6:05 pm</b>	<b>GM Report Reports:</b> <ol style="list-style-type: none"><li>1. Board Financial Dashboard</li><li>2. Monthly Ownership Report</li><li>3. Compliance, Promotions &amp; Store Goals</li></ol> Interim GM noted that sales are down, but a promotions meeting was conducted this week. Promotions in the pipeline, including October Owner Drive, Celebrate Local Sale, several outreach events, and more.  <b>The Board unanimously approved the GM reports: NO CONCERNS.</b>

6:15 pm	<b>G Policies - Monitoring Plan (Board Self-Monitoring)</b> The Board Chair proposed splitting up policy review and assigning to different Board members based on a scheduled basis.
6:18 pm	<b>Committee Reports:</b> Committee reports were available prior to the meeting.  <b>Board Ops Committee:</b> Finalized agenda; discussed adding DEI policy to website <b>DEI Committee:</b> Reading <i>“Do the Work”</i> ; Discussed revising DEI policy (add contractor language and review code of conduct); Monitoring required inclusion training for all Board <b>Owner Investment Campaign Committee:</b> Board committee is paused during ‘Summer Break’ (between Phase 1 and 2); Gearing up for Phase 2 launch, continuation of owner investments and emphasis on larger community sponsorships (\$100k+); Contacts have already been made with several large businesses, and work is on-going. <b>Conversation continued in the Executive Session (Lease Agreement &amp; Relocation Update).</b>
6:30 pm	<b>Executive Session.</b> Lease Agreement & Relocation Update.
7:00 pm	<b>Relocation Discussion.</b> Following the executive session, the Board & Staff continued discussion on the vision of the relocation and sharing the “why”.
7:10 pm	<b>Committee Reports (Cont’d):</b>  <b>Annual Board Election Committee:</b> Board is continuing recruitment efforts. Board opportunity for in-store tabling over weekends to recruit more applicants. 3 open seats (1 incumbent). <b>Annual Meeting Committee:</b> Location & Date has been confirmed: Hub Cafe, August 6th 5 PM - 7 PM. Working with OH Food Service for catering, cash bar provided by Hub. Looking at possibilities for live music and/or keynote speakers; Interactive presentation with polls. Incentivizing turnout with increased Owner Appreciation discount. Next step: Finalizing info, and working on marketing materials to be mailed out.
7:35 pm	<b>Executive Session.</b> Personnel Report.
8:00 pm	<b>Board Chair adjourned meeting.</b>