

APPROVED



Council Meeting Minutes

June 4, 2018

Facilitator: Mark Simakaski

Note Taker: Robyn Joy Peirce

ATTENDEES:

Council Members: José Aguayo, Ashley Hill, Dr. Eric Jacobson, Scott Hess, Patrice Siergiey, Mark Simakaski, Lydia Busler (Staff Rep).

Steven Farnham & Bertil Agell (By PHONE)

Staff: Kari Bradley (General Manager), Jay Wisner (HR), Robyn Joy Peirce (note taker), Stephani Kononan (Community Relations Manager), Bettina Desrochers (Food Services employee) & Lisa Rochelle (Wellness employee, Bettina's steward)

Guests: Peter Kelman, Eva Schectman

Begin Recording I:

1. Agenda review (0:00:05)

Scott Hess: Move GM Evaluation in item #17 to next meeting

2. Cooperative Community Comments (0:01:00)

None

3. Cooperative Community Comments – Bettina Desrochers

Bettina spoke about a bullying issue in the kitchen that was discussed in executive session previously. Jay suggested using the draft bullying policy as a framework to investigate Bettina's concern. United Electrical Union members advised Bettina to not participate in the investigation as they want to address the draft policy as a negotiated contract item. Bettina cited further concerns about treatment she has experienced recently. There was discussion and clarification of the draft bullying policy and current harassment policy.

5:48pm (0:17:40) 4. Consent Agenda

There were no refund requests for this meeting.

Scott moved to accept minutes from 5/7 meeting. Jose seconded, approved unanimously.

APPROVED

5:50pm (0:18:30) **5. CCMA Report**

Scott, Steven, and Patrice attended. All gave brief reports of their experiences.

6:04pm (0:33:30) **6. Dinner and Discussion Debrief**

Kari stated that about 100 members attended the May 22 Dinner and Discussion event. He gave summary of feedback forms and expressed concern about meeting dynamics. There was discussion of better facilitation in the future to encourage more than a few voices to be heard and generate more interest from different demographics. Ashely suggested remote access for the younger demographic and will help with software/platforms that can provide this. Eric suggested more family-oriented activities for parents and children and Kari reminded him of several events that already exist.

6:20pm (0:48:17) **7. Ethics Group recap – Scott**

Scott, Mark, Jose and Kari met. There was discussion on Co-op's current policies and when the Co-op should address a specific concern vs. educating and letting consumers decide. The ethics group will meet again to discuss further, including the specific inquiry from BDS member group. Scott will respond to the members.

6:33pm (1:01:26) Bertil left the phone conference call at this time due to auditory difficulty.

6:53pm (1:21:00) **8. Marketing Plan – Community Relations Manager, Stephani Kononan**

Stephani gave a detailed PowerPoint presentation about the Co-op's Fiscal 2019 marketing plan.

- Two main goals: strengthen the Co-op's identity and mission by effectively telling our story and continue to improve price image by promoting value and accessibility
- FY2019 messaging summary provided
- Summary of paid advertising
- Promotional and Major event calendar reviewed
- Community sponsorships
- Community partners
- Council Role: Authors, Ambassadors, and Messengers

José asked for clarification about how community partners are chosen and the impact of online advertising. There was discussion of engagement across different audiences, Co-op branded merchandise/giveaways, current marketing and ideas for further marketing.

7:15pm (1:43:30) **BREAK**

APPROVED

Begin Recording 2:

7:27pm (0:00:14) Kari addressed committee meeting scheduling.

9. Financial Report – Kari

Kari provided a summary of Fiscal 2018 third quarter statements including:

- Social and environmental metric highlights
- Income statement- sales were below budget and the Co-op had a net loss although it was less than budgeted
- Balance Sheet- key ratios have improved slightly since beginning of year
- Cash- Slight negative cash flow for year including some investment in Treasury Securities

There was discussion and clarification of details.

7:39pm (0:12:48) **10. Finance Committee: Debt Retirement – José**

José presented the committee's recommendation to retire a portion of the Co-op's debt ahead of schedule in order to save interest expense. There was discussion of advantages of paying off debt vs. maintaining reserves.

Scott moved to allocate approximately \$130,000 to pay down debt over the next 12 months at the discretion of the Finance Manager Tim Wingate, Ashley seconded and unanimously passed.

7:50pm (0:23:10) **11. Monitoring Report: L5/L7 Financial Discussion/Asset Protection – Kari**

Kari explained a change in interpretation of public image asset policy that had previously been out of compliance. Mark asked a series of questions about the report.

Scott moved to accept the monitoring, Pat seconded, and unanimously accepted.

7:55pm (0:28:07) **12. General Managers Report- Kari**

Kari shared some highlights from his report:

- Member discount committee has made its recommendation to the management team
- Truckload Sale is this weekend

APPROVED

- Business Planning for next year is well underway
- Union and Management Training and Development Committee is finishing its work
- Followed up with member concerned about electrical magnetic frequencies
- Staff party is being planned this summer
- Draft policies on bullying and harassment in packet, open to any feedback.

There was discussion of a member's request to leave a shopping cart in the handicap spot to utilize as walking assistance.

7:59pm (0:33:10) **13. Staff Rep Report - Lydia Busler**

Lydia summarized her report:

- Union Trainings and appointment summary
- Advice on bullying policies from regional meeting
- Elizabeth Jesdale was elected regional president of UE
- Safety Trainings – some staff expressed concern at signing off on being trained when they didn't feel they got enough information. Other presentations within Safety training took up too much time.

Wine tastings scheduled for every Friday 3-6pm, mostly educational, and we no longer can accept corks for recycling

8:13pm (0:46:09) **14. Wrap-Up: Actions, Communication, Calendar, Evaluation – Scott**

Action Items reviewed:

- Scott to communicate with BDS group
- Ethics group to meet again
- Dinner & Discussion forms and Marketing PowerPoint made available to Council members
- Follow through on debt retirement
- Labeling and leaving cart in handicap spot
- Recognizing Elizabeth's new role as UE regional president
- Robyn to resend Doodle scheduler for committee meetings

HMCCF Committee to meet, Pat and Eric will join.

Steven would like to consider a better technology for phone conferencing as audio is terrible.

Peter Kelman left before his letter was addressed. Scott will respond directly.

8:18pm (0:52:09) **15. Council or Cooperative Community Comments**

None

APPROVED

8:19pm (0:52:18) **16. Other Business**

Steven asked for clarification of bullying policy draft in packet

Eric asked about scheduling Ethics meeting and inviting Peter Kelman

8:26pm (0:55:16)

Scott moved to go into Executive Session to discuss a personnel situation, Steven seconded, unanimously approved

The Council left executive session at approximately 8:45 and immediately adjourned.