

Next Meeting: May 7<sup>th</sup> 2018

**MINUTES FROM THE LEXINGTON CO-OPERATIVE BOARD MEETING**

**April 9<sup>th</sup> 2018 at Lafayette Lofts**

**Attendance:** Elizabeth Robinson, Alison Wilcox, Matt Caldiero, Derek Bateman, Marty Knauss (left 8:08), Peter Cimino, Heather Lazickas **Staff Members:** Tim Bartlett (7:05), Tom Vrabel, Mark Harley **Owners:** Andrew Marconi and Andrea Baldi  
**Absent:** Hope Hoetzer-Cook, Marissa Pace

**Alison Wilcox called the meeting to order at 07:04 PM and reviewed the agenda.**

Agenda Item	Discussion/Documents Reviewed	Board Action
<b>Review Agenda</b>	<b>Board reviewed the following document: 04.09.2018 Agenda</b>	
<b>Owner Observers</b>	Owners Andrew Marconi and Andrea Baldi were present but had no comments. Owner Miriam Dowd emailed a concern to the Board and Alison read the email. Mariam recommended that the co-op stop carrying plastic bags.	
<b>BOD Calendar</b>	<p><b>The Board reviewed the BOD calendar</b></p> <ul style="list-style-type: none"> <li>- Elections committee work will start in May and will consist of Hope, Derek and Marissa.</li> <li>- Tom will send out the D policy review in April.</li> <li>- The annual board retreat will be May 11<sup>th</sup> and 12<sup>th</sup>. We will be planning in the upcoming month.</li> <li>- The audit committee will hold a conference call with the auditors in the upcoming months.</li> <li>- CBL 101 will be in Buffalo on Saturday 7/14.</li> </ul>	
<b>February Minutes</b>	<p><b>The Board accepted the March Minutes as written.</b></p> <p>Motion to accept the March Minutes. Motion: Marty. Second: Matt. Vote: 7-0, Motion Passed</p>	
<b>GM Reports</b>	<p><b>Annual Expansion Report</b></p> <p>Motion to accept the Expansion Report. Motion: Elizabeth. Second: Derek. Vote: 7-0, Motion Passed.            Reasonable Interpretations?: Yes, Data Provided?: Yes, Compliance?: Yes except B4.4 and B4.5 Comments: None</p> <p><b>The board held an evaluation about the expansion process.</b> There are more comprehensive notes captured for the future board which will be stored along with these minutes. This is a snapshot:</p> <ul style="list-style-type: none"> <li>• Capital campaign: Bring calling sessions to the board retreat. 100% board investment is great!</li> <li>• Be tailored with communication to owners. We had untapped data that could make the process faster. For example, reach out more to the owners that are most engaged with the co-op.</li> <li>• Figure out how to get people involved with less than 2k.</li> <li>• Explore multiple sites in order to understand all options</li> <li>• Did well: Come to understand our values and then explore expansion, not the other way around</li> <li>• Did well: Maintain confidentiality with the entire process!</li> </ul> <p><b>Return to Profitability Plan Update</b></p> <p>Motion to accept the Return to Profitability Plan Update. Motion: Elizabeth, Second: Matt. Vote: 6-0 Motion passed.</p>	
<b>Policy Change Recommendation</b>	<p><b>Recommendation to Change Policy C5.6.1</b></p> <p>The board reviewed Tim's recommendation to Change Policy C5.6.1. This included removing the annual review of the expansion.</p>	<p>Motion to accept Policy C5.6.1 as proposed. Motion: Derek; Second: Marty Vote: 7-0; Motion passed.</p>
<b>Conflict of Interest Protocol</b>	<p><b>The board held a discussion around solidifying procedures around managing conflicts of interest</b></p> <ul style="list-style-type: none"> <li>• Board reviewed four potential outcomes for when a potential conflict of interest arises.</li> <li>• Alison will work with Rose Marie to solidify procedures</li> </ul>	
<b>Annual Records Review</b>	<b>This discussion was moved to the May meeting</b>	
<b>Plastic Bags</b>	<p><b>The board held a discussion over the use of plastic bags</b></p> <ul style="list-style-type: none"> <li>• Multiple Owners emailed the board over discontinuing the use of plastic bags</li> <li>• The board formed a committee around investigating plastic bags. This committee will consist of Marty, Elizabeth, Andrea and Andrew.</li> </ul>	
<b>Executive Session</b>	<p><b>The Board entered Executive Session to discuss finances at 8:48PM.</b></p> <p>Matt Caldiero, Elizabeth Robinson, Alison Wilcox, Heather Lazickas, Peter Cimino, Derek Bateman, Tim Bartlett, Tom Vrabel, Mark Harley</p> <p><b>1 vote was taken. Board left executive session at 8:58PM.</b></p>	<p>Motion to move into Executive Session, Motion: Heather; Second: Derek Vote: 6-0; Motion passed. Motion to leave Executive Session.</p>
<b>Adjournment</b>	<b>Meeting was adjourned at 9:02 PM.</b>	

Respectfully submitted by *Tom Vrabel* on April 10<sup>th</sup>, 2018