

MINUTES FROM THE LEXINGTON CO-OPERATIVE BOARD MEETING
May 7th 2018 at Lafayette Lofts

Attendance: Elizabeth Robinson, Alison Wilcox, Matt Caldiero, Derek Bateman, Marty Knauss (8PM), Peter Cimino, Heather Lazickas, Hope Hoetzer-Cook, Marissa Pace **Staff Members:** Tim Bartlett, Tom Vrabel, Mark Harley **Owners:** Andrew Marconi **Williamsville Co-op Owners (all are also Lexington Co-op Owners):** Lynn Schwab, Phil Schwab, Cheryl Walfrand, Jim Walfrand, Al Yates, Julie Yates, Ariana Martinez

Alison Wilcox called the meeting to order at 07:06 PM and reviewed the agenda.

Agenda Item	Discussion/Documents Reviewed	Board Action
Review Agenda	Board reviewed the following document: 05.07.2018 Agenda	
Owner Observers	Andrew Marconi was present but did not make any comments. Lynn Schwab, Phil Schwab, Cheryl Walfrand, Jim Walfrand, Al Yates, Julie Yates, Ariana Martinez were present to observe the meeting on behalf of the Williamsville Co-op.	
BOD Calendar	<p>The Board reviewed the BOD calendar</p> <ul style="list-style-type: none"> - Elections committee work will start in May and will consist of Hope, Derek and Marissa. - The annual board retreat will be May 11th and 12th. - Matt will present the board budget in June. - Heather and Marissa may attend the CCMA conference in Portland in June. - CBL 101 will be in Buffalo on Saturday 7/14. 	
February Minutes	<p>The Board accepted the April Minutes as written.</p> <p>Motion to accept the April Minutes. Motion: Elizabeth. Second: Matt. Vote: 7-0, Abstained: Hope, Motion Passed</p>	
GM Reports	<p>B4: Quarterly Financial Report</p> <p>Motion to accept the B4 Financial Report. Motion: Heather. Second: Marissa. Vote: 8-0, Motion Passed. Reasonable Interpretations?: Yes, Data Provided?: Yes, Compliance?: No, Comments: Keep up the great work!</p> <p>B5: Asset Protection Report</p> <p>Motion to accept the Asset Protection. Motion: Hope. Second: Heather. Vote: 8-0, Motion Passed. Reasonable Interpretations?: Yes, Data Provided?: Yes, Compliance?: No, Board Action: Review CC fraud next year to ensure this is addressed, Comments: None.</p>	
Annual Records Review	<p>The board held a discussion around the records review process</p> <ul style="list-style-type: none"> - What is the board responsible for ensuring that we store? - Tim recommended we add what we want done concerning records maintenance to policy. - Next step: ask our attorney what is required by law. 	
Retreat Prep	The board discussed the upcoming board retreat on 5/11 and 5/12	
D Survey Review	<p>The board reviewed the D6, D7 and D8 policies</p> <ul style="list-style-type: none"> • Hope will draft policy revisions in regards to policies D7.3 and D7.4 • Matt and Hope will work on a policy revision in regards to policy D7.5 	
Expansion Update	Tim updated the board on the expansion	
Adjournment	Meeting was adjourned at 9:05 PM.	

Respectfully submitted by *Tom Vrabel* on May 8th, 2018