

MINUTES FROM THE LEXINGTON CO-OPERATIVE BOARD MEETING
August 12, 2019 at Lafayette Lofts

Attendance: Alison Wilcox, Matt Caldiero, Valerie Rettberg-Smith (7:10), Hope Hoetzer-Cook, Marissa Pace, Elizabeth Robinson, Heather Lazickas (7:03), Derek Bateman (7:10) **Staff Members:** Tim Bartlett, Amanda Cammarano, Sarah Easler (7:04), Elizabeth Vealey **Owners:** Peter Spiro (to 8:40), Dominic Licata (7:06), Duncan Mills, Elizabeth **Excused:** Peter Cimino

Alison Wilcox called the meeting to order at 07:02 PM and reviewed the agenda.

Agenda Item	Discussion/Documents Reviewed	Board Action
Review Agenda	Board reviewed the following document: August 12, 2019	
Owner Observers	-Dominic Licata attended with interest in becoming candidates in the upcoming board election. -Duncan Mills brought forward concerns about the increased competition with the expansion of Dash’s as well as the overall financial stability of the Co-op.	
BOD Calendar	The Board reviewed the BOD calendar <ul style="list-style-type: none"> - Next Board meeting has been moved to September 16, 2019 - Marissa and Alison will be working on the GM review - Deadline to become a Board Candidate is Thursday, August 15 - Review of Policy B9.5 has been moved to September 	
Minutes	The Board accepted the July Minutes as written. Motion: Matt, Second: Heather. Vote: 8-0, Motion Passed.	
GM Reports	<p>B4 Quarterly Financial Conditions Report Motion to accept the B4 Report. Motion: Matt, Second: Hope, Vote: 8-0. Motion Passed pending revisions to the errors in the compliance notations in B4.11. Reasonable Interpretations?: Yes, Data Provided?: Yes, Compliance?: No, B4, B4.2, B4.4, B4.6, B4.11 Severity: High, Implication: High, Trend: High, Board Action: Board request monthly reports of our progress alongside the budget presented to NCB.</p> <p>Discussion: A number of cost savings measures were implemented on August 1st that included reducing expenses, focusing on shrink, and adjusting staff benefits. Progress still needs to be made on margins. Additional discussion surrounded the switch to a digital newsletter. Board delegated to Tim the need for a communication plan that continues to meet policy for member linkage. Hope and Heather will review the linkage policy and determine if there is need for a change.</p> <p>B8 Customer Service and Values Motion to accept the B8 Report. Motion: Marissa, Second: Elizabeth, Vote: 8-0. Motion Passed. Reasonable Interpretations?: Yes, Data Provided?: Yes, Compliance?: No, B8.1-6 Board Action: Board would like a prepared foods plan for improvements to the menu Comments: Great job keeping our customers happy! The only place we were out of compliance was in budgeting, not customer service.</p> <p>B5 Asset Protection Motion to accept the B5 Report. Motion: Matt, Second: Elizabeth, Vote: 8-0. Motion Passed. Reasonable Interpretations?: Yes, Data Provided?: Yes, Compliance?: No, B5, B5.2 Severity: Low, Implication: High, Trend: Low, Board Action: None, Comments: Our in-compliance stems from key personnel shifts in our finance department, which caused us to get behind on our financial systems. This should be addressed by the next report.</p>	
Patronage Dividends	There were no profits in the previous year therefore the Co-op will not distribute patronage dividends.	
Board Budget	The Treasurer (Matt Caldiero) presented the Board of Directors Budget for 2018-2019. Motion to approve board budget as amended. Motion: Derek Second: Marissa, Vote: 8-0	
D-Surveys	The board reviewed the following policies: C, D1, D2, D6, D7 and D8 <ul style="list-style-type: none"> - Hope will draft a policy amendment for Policy D7.5 to reflect the electronic voting system - Tabled discussions on committee work and the current electronic format of D-Surveys 	
Annual Meeting Recommendation	The board voted to approve Tim to host the Annual Meeting on Sunday October 20th at 2:00PM at Lexington Co-op’s Hertel Store. Motion: Heather, Second: Hope, Vote: 8-0, Motion Passed	
Elections Committee Update	Board Election Packets are now available to the owners. The deadline to apply to be a candidate in the upcoming election is August 15, 2019.	
Adjournment	Meeting was adjourned at 9:09PM.	

Respectfully submitted by *Amanda Cammarano* on August 12, 2019