

MINUTES FROM THE LEXINGTON CO-OPERATIVE BOARD MEETING*September 16, 2019 at Buffalo Seminary*

Attendance: Alison Wilcox, Matt Caldiero, Valerie Rettberg-Smith, Hope Hoetzer-Cook, Elizabeth Robinson, Heather Lazickas, Derek Bateman, Peter Cimino (7:08) **Staff Members:** Tim Bartlett, Amanda Cammarano, Sarah Easler, Tim Christiani, Kate Ronan, Tom Vrabel, Elizabeth Vealey **Owners:** Cindi McEachon **Absent:** Marissa Pace

Alison Wilcox called the meeting to order at 07:03 PM and reviewed the agenda.

Agenda Item	Discussion/Documents Reviewed	Board Action
Review Agenda	Board reviewed the following document: August 12, 2019	
Owner Observers	-Cindi McEachon attended as a candidate for the upcoming board election - Members of the Elmwood staff attended to learn more about the board and hear about the Ends Report	
BOD Calendar	<p>The Board reviewed the BOD calendar</p> <ul style="list-style-type: none"> - Next Board meeting on October 7, 2019 - October Agenda items include the B4 with audited financials and the bi-annual Safety Plan - Marissa and Alison will be working on the GM evaluation for October - Elections Committee will decide who verifies the election for October Meeting - Board Election opens on September 24 - Annual Reports will be available online and in store on September 24 - Annual Meeting October 20 from 2-5pm at the Hertel Store - D Surveys are coming up for November 	
Minutes	<p>The Board accepted the August Minutes as written. Motion: hope, Second: Heather. Vote: 8-0, Motion Passed.</p>	
GM Reports	<p>Profitability Update The co-op saw heavy sales erosion in the summer. Hertel sales decline was anticipated with the re-opening of Dash's and is less than expected. Elmwood did not anticipate the sales decline it is seeing. The co-op expects to gain sales in the fall and return to profitability through decreasing expenses and increasing margin.</p> <p>A: Ends Report Motion to accept the Ends Report. Motion: Elizabeth, Second: Matt, Vote: 8-0. Motion Passed. Comments: Overall impressions were excitement for the impact the Co-op makes in the community and anticipation for the initiatives planned for the coming year.</p> <p>B3: Planning Motion to accept the B3 Report. Motion: Hope, Second: Elizabeth, Vote: 8-0. Motion Passed. Reasonable Interpretations?: Yes, Data Provided?: Yes, Compliance?: No, B3.2, Severity: High, Implication: High, Trend: High, Board Action: None, Comments: Non compliance was to be expected given our financial situation. Tim is to keep up with the monthly profitability updates to the board. The budget needs to be strong and followed. The co-op needs to return to profitability as soon as possible.</p>	
Annual Meeting	Motion to approve the Annual Meeting Plan. Motion: Matt Second: Heather 8-0	
Policy B9.5 Change	<p>Motion to accept the change to Policy B9.5 to state "The GM shall not fail to prioritize the growth and loyalty of member-ownership through member-targeted daily operations." Motion: Derek, Second: Valerie, Vote: 8-0, Motion Passed. Comments: This wording changes the GM expectation from holding an annual owner drive to having the responsibility of fostering growth in Co-op ownership every day.</p>	
Records Retention	This discussion has been tabled until the October meeting. Tim needed additional time to review the documents and ensure the staff is able to implement this new retention policy.	
Elections Committee Update	The election will open on September 24, 2019. There are ten candidates running for four board seats. Four of them are incumbents. The elections committee will review the candidate statements. Candidates will be filming campaign videos for inclusion in the promotion of the election.	
Adjournment	Meeting was adjourned at 9:06PM.	