Board members in attendance: Rachel, Collin, Debbie, Karen, Vince, Veronica

Others in attendance: Shelly, Ousia, Paula, Peyton

Note taker: Rachel

Facilitator: Collin

Time keeper: Veronica

Agenda

* Check ins + preferred pronouns + firestarter (5 minutes)
* Review facilitation style + hand signals (5 minutes)
* How to handle petition process/petition of the proposed bylaws changes (20 minutes)
	+ Peyton - Requesting to schedule another membership meeting in order to consider whether we want to move forward with the petition to repeal bylaws changes.
	+ Ousia - Concerned that a bylaws change could pass by one vote.
	+ Collin - Could discuss this further at the board retreat.
	+ Peyton - Have an ad hoc committee to work on bylaws update recommendations.
	+ Debbie - Make sure anybody who wants any say is given ample notification and we try to give the membership more notice than that which is required.
	+ Vince - Develop a procedure of notification and put it in writing.
	+ Rachel - Determine which board member roles will take this on.
	+ Peyton - Would like another membership meeting since did not feel enough people were even notified of the GMM itself. Suggests a pre-meeting to the GMM whenever bylaws changes are proposed. Could hear suggestions about how to modify language and iron out details.
	+ Karen - Thinks ad hoc committee would be a good idea to improve on GMM practices, how to announce bylaws changes, etc.
	+ Collin - Suggests folks that are concerned about notification form a committee to take care of improving notification practices.
	+ Vince/Debbie - Should not send snail mail because it’s wasteful and expensive.
	+ Peyton - Thinks that “it being expensive” is not a good excuse.
	+ Karen - A few boards ago decided to no longer send snail mail. We already have an issue with bad email addresses, so would be likely the same with physical addresses.
	+ Rachel - Let’s make a decision, do we want to hold a special second membership meeting this year or take another route to address the issues raised?
	+ Peyton - We would be repealing the bylaw if meeting takes place before it goes into effect. If it is after, then it would be an amendment.
	+ Veronica/Vince - Thinks it would not be worth the time to hold a special membership meeting to simply a bylaws change when we could work on a new bylaws proposal.
	+ Shelly - Thinks it’s the board’s responsibility to facilitate a meeting if the membership is requesting to be heard.
	+ Peyton - Would be happy to help coordinate the special membership meeting.
	+ Karen - How to get enough people to show up? Can we see if more people will sign and help facilitate?
	+ Rachel - Does timing matter? Before or after implementation?
	+ Peyton - What is sufficient to call a special meeting? Number of people or time of year?
	+ Collin - Members have to call a special meeting through the board, so it has to have board consensus.
	+ Karen - Suggests putting out a petition with revised language so it is clearer to the membership.
	+ Debbie - Likely people who would attend are those who would feel strongly to repeal the bylaws would attend. Feel like it would be prudent to hold a special membership meeting for folks since the bylaws are not clear one way or the other.
	+ Collin - Bylaws language was not in the petition, so we are not sure if people were informed fully when signing.
	+ Karen - Would be willing to meet with people interested in holding a meeting.
	+ Ousia/Amanda - Think it’s a good way to connect with people who feel strongly about the bylaws to try and get more involved in the co-op.
	+ **Board to decide whether we want to hold a special meeting: No consensus.** Further discussion will take place to address issues raised during this discussion.
* WC updates
	+ Store (5 minutes)
		- Shelly went to a number of food shows. Got a lot of good items at a lower price.
		- Paula - Will have people putting on a play for Locust Street Festival.
		- Ousia - Will need people to volunteer at the Locust Street Festival at the booth.
		- Vince to bring banana suits.
		- Karen is planning a drawing. Suggests that bananas encourage people to visit booth.
		- Inventory on Sunday, July 1.
	+ Volunteer Coordinator (5 minutes)
		- Ousia - Transition time, some people are more available, some less. Store and café are tricky on the weekends.
	+ Cafe (5 minutes)
		- Gina to send out full report later.
		- Ousia - Hired new co-manager, Victor. Starts on Friday, June 8. Has a lot of great experience in managing and catering in the restaurant industry, as well as volunteer management experience. Interested in pursuing new ideas with the co-op in terms of expanding offerings or a new location.
		- Karen - Suggested to have the co-manager undergo a training on participating in a cooperative.
		- Rachel - We will include that in our HR orientation. Will also cover policies and expectations.
		- Karen - Do we know feasibility of implementing a catering program?
		- Collin/Amanda - Will need to get acclimated to the café first, a few months, before he takes on any bigger innovative projects.
		- Ousia - Gina hopes to hire another café staff person part-time and next month hire her replacement.
		- Shellbelle - Send social media blasts when cookies will be fresh out of the oven.
		- Collin - If any board members would like the transcripts of the hiring process emails, please let Collin or Rachel know.
* Committee updates
	+ Finance (5 minutes)
		- See attachment for Vince’s summary.
		- Vince - Next finance committee meeting: Sunday, June 24 at 5PM. More people are interested in joining the committee.
	+ Building Maintenance (5 minutes)
		- Vince - There’s someone interested in helping out, Vince will make contact.
		- Shelly - There’s a divot in the floor that is a hazard. Vince to fill with epoxy.
		- Vince - See if co-op would like to buy the building.
		- Shelly - Have cubbies and more hooks in hallway to have more space.
		- Rachel - Give people a deadline to get their stuff home and anything left over gets donated.
	+ Communications (5 minutes)
		- Karen to send out meeting minutes ahead of time from now on. They have been seeking out updated emails. Need volunteers to serve as content writers and coordinate Facebook.
	+ HR Committee (5 minutes)
		- Rachel - Hired a co-manager recently. Made sure we involved a board member in an in-person interview and started calling references.
		- Collin - Had an annual review with Gina. Scheduling more to come.
	+ Membership (5 minutes)
		- Karen - Keeping up with forms, usually within a week. Need more help in cleaning up emails - would send out a mass email and post a sign in the store to say “if you didn’t get this email, then we don’t have your email address” to help remedy the communication gap.
* Other
	+ Executive board position nominations and elections (10 minutes)
		- President
		- Nominations: Veronica
		- Vice President
		- Nominations: Karen
		- Secretary
		- Nominations: Rachel
		- Treasurer
		- Nominations: Collin
	+ All nominated candidates accepted nominations and all were elected.
	+ Increasing visibility – how to better share board agendas, meeting details, minutes (10 minutes)
		- Website, newsletter, social media, flyers, etc.’’
		- Rachel - Suggests the Secretary is in charge of all board communication.
		- Vince - We should develop a process.
		- Debbie - Post process in co-op in a large
	+ GMM follow-up discussion (35 minutes)
		- How to improve vote counting method in the future.
		- Rachel - Have at least 3 members count: board member, WC member, volunteer
		- Ousia - Should educate folks on how to fill out the ballot.
		- Bylaws change to co-op name goes into effect 90 days after GMM (August 6, 2018)
		- Shelly - Has to be changed a lot of places. Will have to look into where this needs to be changed.
		- Vince - Can use a workaround as DBA - “Doing Business As”. Will have to change on the incorporation papers, bylaws, registering with the state.
		- Increase to annual membership fee goes into effect January 1, 2019
		- Rachel - Will need to consider what steps we need to take ahead of time to be prepared. E.g. Notifying membership about changes and considering encouraging people to join before 2019 as a marketing technique.
		- Ad hoc committee with regards to bylaws change.
	+ Collection of papers folks would not like to hold onto--will be reused for future agendas.

Next meeting: **Thursday, July 12 from 6-8pm** at the River Revitalization Foundation