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