

## **Call to Order**

A meeting of the Board of Directors of Deep Roots Market Co-operative was held on Monday, March 26, 2018 in the store's Community Room. The meeting commenced at 6:00pm.

An opening blessing and moment of silence was initiated by Tracy Lamothe and observed by those in attendance.

## **Attendance**

Board Members Present: Joel Landau, Hope McLean, Tracy Lamothe, Eliza Hudson, Annah Awartani, Stefan Hauke, Chris Kwong, Matt Potter

Board Members Absent: Yvonne Lee-Hawkins

Others in Attendance: Nicole Villano (General Manager), Matt Davis (note taker)

## **Approval of Minutes**

A motion to approve the minutes, as amended, from the February 26, 2018 meeting was made by Tracy Lamothe and seconded by Matt Potter. The motion passed unanimously.

## **Open Session**

### **Agenda Item 3: Review Action Items and Motions from Last Meeting.....Joel Landau**

- Action Items from the February meeting were reviewed and all items are either completed or in progress.
- Table of Motions was reviewed and approved.

### **Agenda Item 4: Report from GM on Store Operations/Sales.....Nicole Villano**

- Nicole presented her Monthly GM Report to the Board and Monthly Sales at a Glance.
- Highlights/Points of Discussion:
  - Strong sales during Anniversary Week.
  - First quarter inventory is scheduled for 03/31/2018.
  - POS system upgrade is in forward motion.
  - Nicole and Matt are meeting weekly to review and make updates to the Personnel Policy Manual.
  - LiMe and RoundUp program informational signs have been installed at the front end.
  - All-Staff meeting was held on 03/18/2018 to communicate changes, new pay scales, sales and finances, and to prepare staff for Anniversary Week and other upcoming events.
  - Discuss possibility of merging Anniversary Week and Annual Owners Meeting into the same week in the future.
  - Investors would like to attend the next board meeting to discuss the possibilities of opening a co-op in downtown Winston-Salem.

### **Agenda Item 5: Report on New Owner Benefits Package.....Nicole Villano**

- This item was tabled until the next board meeting.

### **Agenda Item 6: Annual Owners Meeting Planning Committee Update.....Eliza Hudson**

- The committee has not met since the last board meeting. Eliza will set up a meeting with committee members.
- Nicole has set up/reserved tent, tables, chairs, music, etc. for the meeting.

**Agenda Item 7: Policy Governance Committee Update.....Chris Kwong**

- The committee met and discussed the feasibility of getting back to policy governance, and began collecting/reviewing policy governance documents from other co-ops.
- The recommendation was made that this be a long-standing committee to afford the necessary time to properly review.
- The committee would like to have a more finalized product before presenting to the Board. If the finalized version is accepted by the Board, the process will move to phase two with Nicole to discuss reporting.
- The committee will meet again in April.

**Agenda Item 8: Community Room Naming Rights Committee Update.....Tracy Lamothe**

- The committee has not met since the last board meeting. They have a meeting scheduled in April.

***Executive Session***

A motion to enter executive session was made by Tracy Lamothe and seconded by Chris Kwong. The motion passed unanimously.

**Agenda Item 9: Discussion and Vote on Shared Capital Loan Renewal.....Joel Landau**

**Agenda Item 10: GM Pay Review Criteria Committee Update.....Tracy Lamothe**

***Adjournment***

Action Items from this meeting were reviewed and approved.

This meeting of the Deep Roots Market Board of Directors adjourned at 7:42pm.