

Moonflower Community Cooperative

Board of Directors Meeting Minutes

2/17/15, 5:00 PM

Grand County Library – Conference Room

Mission Statement: Moonflower Community Cooperative provides socially responsible foods, goods and education to promote a healthy, sustainable community.

Board Members Present: Elizabeth Lamoureux, Judy Savarese, Kaki Hunter, Nancy Soluna, Joanne Savoie , Cathy Bonde

Board Members Absent: Thatcher Vagts

Staff Present: Scott Brelsford

Owners Present: Doni Kiffmeyer

1. Member/Owner Comments – Doni Kiffmeyer thanked the Board for the work they are doing on behalf of MCC.
2. Consent Agenda
 - a. January Agenda – Board adjusted consent agenda to include minutes from the first two special sessions held since the last regular Board meeting. Discussion of the banner was added as d. under section 3.
 - b. January Regular Meeting Minutes - Elizabeth moved to approve minutes. Nancy seconded, and the motion carried.
Special Session Minutes from 01/24/2015 – Joanne moved to approve minutes with the correction of the spelling of Joanne’s name in the body of the minutes. Judy seconded, and the motion carried.
Special Session Minutes from 01/31/2015 – Cathy moved to approve minutes with the correction of the spelling of Joanne’s name in the body of the minutes along with the time corrected to “6:55” under number 3, the word “for” struck from number 4, and the time corrected to “7:07” in number 6. Elizabeth seconded, and the motion carried.
Cathy presented minutes for the 2014 annual meeting to be approved by ownership at the 2015 annual meeting.
 - c. 2015 Board Calendar – Joanne will renumber the ends policy document based on the decision to separate one of the policies into two. Educational assignments for each ends policy will be assigned once the new Board is seated.
3. Reports
 - a. Manager’s Report –Board discussed the use of the administrative password in relation to Board and staff email accounts.
 - b. Board Reports- Strategic planning document was discussed. Some goals do not have corresponding ends policies to insure measurement of the goals. The Board will need to create a method for measuring these goals. Cathy suggested putting the document into a presentable format prior to the annual meeting.
 - c. Board Job Descriptions Document – Board will review this document at the next meeting and include it in the new Board member packet.
 - d. Banner – Nancy requested that the phone number on the banner be changed to Scott’s number due to conflict with her real estate license requirements. The action will be taken tomorrow morning.
4. Action Items
 - a. February Monitoring Report- Nancy moved to approve the Work Environment monitoring report with typographical corrections. Kaki seconded, and the motion carried. The Board discussed including fire drills in the safety program.
 - b. Ends Policy Revisions – Policies with changes recommended at the Board workshop were presented. Nancy will change other ends policies to reflect the verbiage “The GM will ensure that”. She will also title the document. The Board will approve the document as a whole at the next Board meeting.
 - c. Candidate Nominations for Board Seats – Cathy moved that all five applicants move forward as nominations for the Board. Elizabeth seconded, and the motion carried. There are three positions open. The top two vote getters will fill the three year positions, and the third top vote getter will fill the one year position. Judy will call nominees to obtain photos and bios for each candidate. Lauren will follow thru with posting the information by March 19th. Staff will create a ballot which must be distributed 15 days prior to the annual

meeting. The mailing will include a flyer about the annual meeting, the ballot, and minutes from the 2014 meeting.

- d. Patronage Dividend for 2015 – Cathy moved that MCC give patronage dividends for 2014 with checks available at the counter. Checks not distributed one month prior to the September deadline will be mailed. Nancy seconded, and the motion carried.
Joanne signed form 3491 that prevents MCC from having to file 1099s on each patronage dividend.
5. Next Meeting- March 17- Agenda Items – Items include the 2015 Board calendar, approving ends policies, setting measurements for the strategic plan, and continued planning of the annual meeting.
6. Closed Session for Personnel and Real Estate– Cathy moved to enter closed session at 7:06 p.m. to discuss real estate and personnel issues. Elizabeth seconded, and the motion carried. Elizabeth motioned to exit closed session at 7:58 p.m. Cathy seconded, and the motion carried. Cathy moved to adjourn at 7:59 p.m. Elizabeth seconded, and the motion carried.