

Moonflower Community Cooperative

Board of Directors Meeting Minutes

6/13/24 5:30 PM Zoom Meeting

In attendance - Josie, Kendra, Emily, Claire, Jonny, Brook, Shane

Not in attendance - Alison

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

Vision Statement: *Cultivating holistic community wellness, The Moonflower Community Cooperative serves as a hub for the exchange of ideas and inspires prosperity through a culture of inclusion and collaboration that nurtures a healthy mind, body and spirit in harmony with nature.*

5:30 PM: **OWNER COMMENTS - none**

5:44 PM: **AGENDA CONSENT**

1. June agenda corrections/additions/disclosures
2. May minutes approval - Kendra motions, Claire seconds, all in favor

5:45 PM: **DISCUSSION:**

3. Growth opportunities
 - a. Report and update from site survey, re: walk-in, deli expansion, cameras, reset
 - i. Cooler is not available until Dec. but we can do a shed in the meantime - waiting to hear back from the City on this. Cooler plans are in the works and they will send an estimate soon. This shed would be for things that can tolerate the hotter weather. Need board approval for a larger unit. There's two options and a larger one would also have a loft for staff to use as additional storage. Will wait to hear back from the City before we vote to approve. Can do this as a follow up by email if needed.
 1. Brooke motions for a 8x14 Barn with a loft with \$5863, Kendra seconds, all in favor
 - ii. Still waiting on an electrician for the cameras - was a few months out - CHP - also for the ice machine when we do the ice cooler. Discussed either in the entryway or on the side of the building.
 - iii. Resetting update - starting with cereal so far. Working through two sections at a time. Considering moving additional shelving in the back area to make more shelving and space for seating.
 4. Food bank partnership update - Shane has been working with Meg to talk through sharing some bulk resources and opportunities for donation at cost. They had a credit and so they helped them to use that along with another donation amount. The food bank doesn't have a permit to bag bulk items so that would not be a helpful option at this time. It would be helpful going forward to be able to get items at cost or other items donated. Finance committee will look

at the budget and talk about what would be a sustainable ongoing donation amount that Shane could then work with without needing to communicate monthly on this with the Board on this donation.

5. [Employee Survey draft](#) update - Board will take the next week to look it over and provide comments on things we can condense and/or edit - Claire will add a question about ranking of benefits - once finalized Kendra will turn into a Google Form for us to send to Maggie.

6. EBT update - They said there was a concern about us not being a non-profit on the application. Waiting to hear back on next steps. Lisa is working on this with Shane.

7. Jonny makes a motion to move pay day so we can assure that we have two per month. Josie seconds, all in favor.

8. Attendance discussion - will follow up with the recruitment committee.

6:20 PM: **REPORTS**

9. GM Store report & additions

10. Committee reports

- Board Recruitment Committee: Emily (chair) & Claire & Kendra
 - Looking for one board seat at this time
 - Deadline is June 20
- Owner Engagement Committee: Kendra (chair) & Brook & Alison & Claire
 - Begin plans for annual meeting - KC will check in with Maggie and set up team meeting
 - Set up tabling times for board members
- Personnel Committee: Claire (chair) Brook
 - Update on staff survey
 - Change of inbox at MF to change over to Claire as point of contact for employees (ask Maggie to change it over) - Shane will notify staff of the change.
- Financial Committee: Jonny (chair) & Emily & Josie & Kendra
 - Will follow up on what is available as an ongoing donation to food bank
 - After inventory in June - we will have to do a reconciliation on cost of goods sold - Jonny will get with Lisa on this and we can discuss at our next meeting in July.
- Policy Committee: Jonny (chair) Emily & Josie
 - Review of section 12

6:20 PM: **POLICY REVIEW:**

11. Going to move to discussions in meetings - Section 12 Board Meetings Report compliance. Going forward meetings are always open to the public. We will look into adding a static Zoom link that owners can use to join remotely. Kendra will be the contact person to notify Maggie of the venue and/or if changes occur. Annual meeting notes - Yes, we report compliance.

7:30 PM: **ACTION ITEMS:**

12. GM monitoring report - Jonny makes motion to approve, Brook seconds, and all in favor

13. Profit sharing bonus - Kendra makes a motion to approve 15%, Josie seconds, all in favor

7:35 PM: **ADJOURN Jonny moves to approve, Brook seconds, all in favor**