

Kootenay Country Store Cooperative

Regular Board Meeting Minutes

April 23, 2018

Present: Maggie Jones, Ina Pockrass, Alex Forsythe, Shannon Hammond, Maureen Kelsey

Regrets: John Kingsmill, Abra Brynne

Staff Present: Allan Broom, Sean Silverson, Mary Willow, Christoph Martens

Recorder: Zoë Creighton

Adoption of April Meeting Agenda: M/Maureen S/Maggie

Approval of March, 2018 Minutes with amendments: M/Maggie S/Alex

Meeting brought to order at 6:00 PM

Business Arising				
Item #	Who	Does What	By When	Complete?
1	Ina	Will follow up with John re his intention to stand for re-election	May 2018	
2	Abra & Finance Ctte	Confer on the Board budget to discuss further the Finance Committee's recommendation	May 2018	
3	Allan	Build and circulate a case for an alternative member benefit to replace the \$500 member discount.	May 2018	
4	Maureen	Send out Survey Monkey Questions on GM evaluation	May 2018	
5	Governance Ctte	Add Treasurer duties to board manual	May 2018	
6	Governance Ctte	Work with <i>Co-operative First</i> to develop a training plan	May 2018	
Ongoing/Carried Forward				
Item #	Who	Does What	By When	Complete?
1	Governance Committee	Work on Rules and present proposed changes to 2018 AGM.	2018 AGM	In Progress

Goals Committee Update

Buying Guidelines

Mary Willow, Wellness Buyer, provided a report on the Co-op's buying guidelines, and how they relate to the strategic goals. Buying Committee is Allan, Marketing Department, and representatives from all of the revenue departments. Mary explained that there are lively conversations around values and positioning, in this complicated environment. There are streamlined guidelines ready to go, which need to go through the appropriate channels before being released. Allan announced the May 10th session to discuss positioning, after which these guidelines will be released to the members. A discussion ensued.

Department Update

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Christoph/Deli

Christoph Martens provided a report on the successes and challenges in the department. He has a really efficient team, who keep staffing levels. Christoph invited questions from Directors. There was a recommendation to keep affordable cheeses affordable, and to raise the prices for fancy cheeses.

Committee Reports

Finance

Ina Pockrass provided a report, in John Kingsmill's absence, referencing the meeting minutes included in the online Board folder. She discussed new lessees, progress on the greenspace, and the excellent sales report. She invited all to the May 10th 1 PM meeting—and explained that the results will be very influential on pricing/positioning going forward. A discussion ensued.

Outreach Report

Shannon provided the report, referencing the minutes included in the meeting materials. Recommendations from the committee were discussed. The board is amenable to a change in the over \$500 benefit that will be rolled out around the AGM. The committee's next priority is Board recruitment.

Human Resources

Maureen provided the report, referencing the distributed minutes, and invited feedback

M/ Maggie **S/** Shannon

That the Board approve the amended position descriptions – General Manager and Interim General Manager – as proposed by the HR Committee. **CARRIED.**

M/ Alex **S/** Shannon

That the Board approve the HR Committee's recommendation regarding the IGM designate, as circulated in the HR committee report. **CARRIED.**

Governance Committee Report

Maureen provided the report, referencing the distributed minutes.

M/ Maureen **S/** Maggie

That a formal Executive Committee not be established at this time. **CARRIED.**

A discussion took place around *Co-operatives First* training opportunities. It was agreed that the Governance Committee will discuss training opportunities with Kyle White going forward.

GM Report

Allan offered highlights from his circulated report, and answered questions from Directors. It was agreed that the Managers' Reports are very useful, interesting, and important to include in the Board materials.

President's Report

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Training needs

Discussed above.

AGM date

September 12th

Director Terms

John and Maureen's terms are up.

Maureen Kelsey will not be seeking re-election

John Kingsmill has yet to announce his intentions

Alex will not be fulfilling the second year of her term.

Tasks/Dates

Next Regular Board Meetings:

May 28th

June 18th

AGM September 12th

Meeting adjourned at 8:01PM