

Open Harvest Board of Directors Approved Meeting Minutes

January 3, 2011, 5:30 – 7:45 p.m., Irving Rec Center
2010 Van Dorn Street

- Present** Sara Moshman, Keith Dubas, Carla McCullough, Gail Kendall, David Murphy, Bob Hutkins, Ingrid Kirst, Toby Bartels, Charles Mitchell, Flame Alligator, Melissa Garcia, Danica Zobeck, Jason Nord, Cindy Elder, John Christensen, Maggie Pleskac, Aaron Lawless, Sherri Clark, Jackie Barnhardt, Margot Conrad, B.J. Birkel, Jon Ferguson, John Atkeison, Andrew Losh, Maria Muhr, Don Muhr, Tyler Swain, John Hennessy, Samantha Cole, Brian Ellis, Tati Vizedowski, Jackson Meredith, Corey Randone, Sara Moeller Hennessy, Ashley Martin, Mary Rachael
- Absent** Alisa Kushner, Hank Van den Berg, Jill Wertz, Kelsi Swanson, Miles Bryant, Pepe Fierro
- 5:35 p.m.** Welcome to guests, staff and Board members, with introductions. Distribution of handouts describing Governance Policies, Open Harvest's Mission Statement, Cooperative Principles and updated Board Calendar, with an introduction of Board responsibilities given by Carla McCullough.
- Accept consensus items: Addition to January Agenda, November and December Meeting Minutes approved, with the request that the Executive Session Minutes be sent as a separate file.
- GM Report: (Report given by Margot Conrad, as interim GM, since Kelsi Swanson is on leave.) accounts payable (\$181,741.) and inventory (\$270,935.) and ratio (.67) reported. Also discussed was the opening of Trader Joe's and the impact on Open Harvest, focusing on the differences of the two stores: Open Harvest utilizing local farmers and having a "from scratch" deli and bakery. Margot Conrad reported on the impact on other coops when a Trader Joe's is in their area. B.J. Birkel reported on new programs: Select Sales, Coop Partners Program, and in-store signage introducing local farmers. Margot Conrad also reported on the new security system and last month's burglary.
- L2: Jim Nelson reports compliance of L2.1, L2.2, L2.3, L2.4, L2.5, and L2.6, as reported by Margot Conrad. Jon Ferguson inquired as to the store's Grievance Policy and Margot Conrad explained that each employee is given a handbook explaining the Policy, stating that she does not remember the Grievance Policy ever being used. Carla McCullough stated she has concerns as of the current Grievance Policy and questioned how the Board would act on a non-compliance. Discussion included the role of the Board on

Policy in re: to Grievance, the Board's role if found non-compliant and concerns. Carla McCullough proposed that next month the Board address the Grievance Policy if the grievance were to be towards the GM and the option of an employee to be able to petition the Board directly. L2 found non-compliant. The Board asks the GM to review, address the concerns regarding the Grievance Policy and report next month.

L3: Discussion included policy that staff compensation and benefits shall not deviate from current market - re: definition of "current market" and current wages at Open Harvest. Current market was interpreted in this report to be comparable to other grocery stores in Lincoln. Carla McCullough moved that L3 be accepted as complaint, seconded by Bob Hutkins. No concerns.

L8: Margot Conrad reported on changes to succession of senior staff with the change of GM. Current chain on command is 1) Kelsi Swanson, 2) Margot Conrad, and 3) Melissa Dowty. Compliant. No concerns.

- 6:34 p.m.** Pepe Fierro's Resignation: Carla McCullough read statement from Pepe Fierro announcing his resignation from the Board.
- 6:35 p.m.** Board Budget Planning: New Committee formed with Maggie Pleskac and Keith Dubas. Kelsi Swanson will start budget planning in March.
- 6:37 p.m.** Finance Committee Report: Finance Committee consisting of Sara Moshman, Carla McCullough and Hank Van den Berg met. Sara Moshman reported on L4, with additions & revisions to L4.4, L4.5, L4.6 and L4.7 (new). Discussion included reporting on ratios, and sales and net income. The revised L4 policy was approved by the board. No concerns.
- 6:40 p.m.** Policy Committee Report: Ingrid Kirst announced upcoming training on policy governance and asked for suggestions to be sent to her via email.
- 6:41 p.m.** Board Election Committee: New committee formed with Bob Hutkins, Jon Ferguson, Keith Dubas and B.J. Birkel. Reminder that the Board encourages Members to serve on Committees. Miles Bryant, David Murphy, Alisa Kushner and Jill Wertz are up for re-election. Discussion included soliciting new Board Members for the open seats. Jackie Barnhardt announced that the deadline for including names in the newsletter is 3/1/11 and a 250 word bio needs to be written by each candidate.

- 6:45 p.m.** Board Retreat Committee: New Committee formed with Miles Bryant, John Christensen, and Keith Dubas. Keith recommended that the Board have Marilyn Scholl come and speak on Policy Governance if finances allow.
- 6:49 p.m.** GM Review Committee: New Committee formed with Gail Kendall, Miles Bryant, Hank Van den Berg, Keith Dubas and Bob Hutkins (board members) and Danica Zobek (staff). Committee is looking for additional Staff, Coop Members, and Board members to participate.
- 6:52 p.m.** Member Comment: John Hennessy, Open Harvest Member introduced Brian Ellis who read a petition including the following items: 1) Reinstatement of Andrew Losh due to unfair termination, 2) Overhaul of Grievance Procedures including a peer review and the inclusion of a means for the Employee to circumvent management and address the Board directly, 3) Board positions open to Employees, 4) Living wages for Employees, 5) More hours and benefits for Employees, 6) Reinstatement of Andrew Losh with back pay within one week.
- 7:00 p.m.** The following individuals offered comments: John Hennessy, Jason Nord, Cindy Elder, Andrew Losh, Danica Zobeck, Margot Conrad, Don Muhr, Ashley Martin, and Sherri Clark.
- 7:45 p.m.** Adjourn

Next Meeting: February 7, 2011, from 5:30 to 7:30 p.m. at Irving Rec Center.