

Minutes, New Leaf Market Board of Directors Meeting, January 12, 2009
New Leaf Market Meeting Room, 1235 Apalachee Pkwy, Tallahassee, FL 32301

SUMMARY

Meeting Decisions/Assignments

- The board approved minutes from December 1, 2008 with no corrections.
- We had 40 new owners in December and 35 new owners so far in January!
- The following reports were approved:
 - **II-F Committee Principles and Responsibilities**
 - **II-H BOD Development and Continuation**
 - **III-C Delegation to GM – Jim Terrell**
 - **IV-H Comp and Benefits**
- Candice should have the electronic policy manual ready by next week.
- Chuck will send out the login and password for CGINS to all BOD members.
- The elections committee will set up the forum dates with Cristin after the grand re-opening.
- A meeting time will be determined for the community outreach committee after the grand re-opening.

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Call to Order: @ 6:34pm by Heidi Fox, BOD Facilitator

Present: Chuck Hungerford, President; Jim Terrell, Director; Larrane Hartridge, General Manager; Maria Cobian, Director; Joshua Youngblood, Corporate Secretary/Treasurer, Madelon Horwich, Director; June Wiaz, Director; Jeannette Reed, Director; Heidi Fox, BOD Facilitator; Ashley Arrington, Recording Secretary.

Absent: Jennifer Agabiti-Hall, Director; Candice Parker, Vice President

Introductions: All in attendance gave brief introductions.

Owners Forum: None

Agenda Review: See Attachment

Minutes Approval:

- The board approved minutes from December 1, 2008 with no corrections.

President's Report: See Attachment

- Thank you for submitting your committee work. We will add to our calendar when committees want to schedule events.
- Thank you Larrane for getting your report done early.
- We need to schedule the annual meeting
- Happy New Year!

General Manager Report: See Attachment

- Our sales in December started to climb again from a year ago. We had 40 new owners in December and 35 new owners so far in January!
- Chuck – have you looked at any of the sales per square foot indicators?
 - I don't have the numbers in front of me, but I can show them to you after the re-opening.
- The democrat is doing a story about the store. There will be one article about the food, and one about the grand re-opening.
- Larrane asked BOD members if they would volunteer to help at the grand re-opening on Saturday. Call Larrane or Cristin in the next couple of days if you would like to help.
 - Jeannette and June both volunteered.

Board Decisions:

- **Board Policy Governance Reports**
 - **II-F Committee Principles and Responsibilities**
 - This report was sent out to all BOD members via email.

- June Wiaz' report dated July 28, 2008 asserted 'in compliance'.
- Madelon - Where is the 'Board of directors section of the portfolio'?
 - Chuck - That is the board process section of the policy governance manual. The policy wording needs to be changed to match the section titles.
- *Approved*
- **II-H BOD Development and Continuation**
 - This report was sent out to all BOD members via email
 - Jim Terrell and Joshua Youngblood's report dated January 12, 2009 asserted 'out of compliance' on Section 3.
 - The new BOD members feel as though board training is not sufficient.
 - We will change our training procedures to comply with the policy.
 - Jim will bring a proposal for a policy change next month.
 - Maria – when do we assign the monitoring reports?
 - Jim – They will be determined at the official January meeting which will be next month.
 - Madelon – I could personally use some more financial education.
 - Larrane - Ben can do some financial training for you after 5 at the store. Dave Watson would be very good at doing portfolio training.
 - Chuck will contact Dave to ask if he would be willing to do some training.
 - Maria commented that she has received consensus training, but not financial training. It was stated in the report that Maria had received both trainings.
 - *Approved as amended*
- **III-C Delegation to GM – Jim Terrell**
 - The report was sent out via email to all BOD members.
 - The report dated January 12, 2009 asserted 'in compliance'
 - *Approved with one abstention*
- **GM Policy Governance Reports**
 - **IV-H Comp and Benefits**
 - This report was sent out to all BOD members via email.
 - Larrane Hartridge's report dated January 12, 2009 asserted 'in compliance'
 - *Approved*
- **PG Policy Updates:**
 - **Electronic copies with new table**
 - Candice did not have the electronic tables ready to re-send to BOD members. She should have it ready by next week.
- **CDS Renewal**
 - There were some concerns with renewing our contract with CDS. I want to address your concerns and let you know what services we receive:

- Teleconferencing with Marilyn, Chuck, and Candice. Joshua will be joining soon as chair of the ends committee.
- Assistance in putting together our annual workshop.
- There is not an ‘al-a-carte’ package. We have to either sign up for everything, or not at all.
- Jeannette believes that CDS is a great resource that is hard to put a price tag on.
- Chuck is recommended that the BOD renew the contract with CDS.
- There is insufficient consensus to move forward with the renewal.
- A proposal was made to hold off until the next meeting and research other options.
- Larrane recommended that couple BOD members get together and research CGINS to see what is available. We also need to keep in mind that we are losing Marilyn either way.
 - All BOD members will look at CGINS website.
- Chuck will send out the login and password for CGINS to all BOD members.

Board Discussions:

- **Committee Work Plans**
 - **Elections Committee**
 - Jim and Cristin will set up the forum dates after the grand re-opening.
 - **Community Outreach**
 - Maria has talked to Cristin and Jean. A meeting time will be determined after the grand re-opening.
 - The **Communications Committee** met and talked about a survey and a membership drive, but those things will come later. There will be a member survey completed by the store sometime in the next year. June still needs the schedule for article due dates.
- **Expansion Update**
 - The finish on the concrete floors is peeling. There is no way to fix the floor without closing the store for at least 3 days. The cost of the repair as well as the lost sales should be covered by the contractor.
 - Larrane asked when she would give her final expansion report.
 - Chuck – We will talk about the final report after the February meeting.

Upcoming/Current Issues:

- Madelon - In one of the magazines we get there was an article about budget. She would like it to be included as part of the financial training.
 - Joshua will find the online archived article.

Review Meeting Decisions/Assignments:

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Calendar/Monitoring Schedule:

- **II-A Governing – Jennifer Hall**
- **IV-C Financial Conditions and Activities – Larrane Hartridge**

January 26, 2009 Agenda items:

- **CDS Renewal**
- **Policy change proposals**
- **Review calendar**
- **Assign monitoring reports**

Meeting Evaluation: All participants were given an opportunity to evaluate the meeting.

Adjournment: Meeting was adjourned at 7:58pm

Respectfully Submitted,

Ashley Arrington, Recording Secretary

Approved by Board of Directors on _____ as witnessed by,

Chuck Hungerford, President

Joshua Youngblood, Corporate Secretary/Treasurer