

Minutes, New Leaf Market Board of Directors Meeting, March 30, 2009
New Leaf Market Meeting Room, 1235 Apalachee Pkwy, Tallahassee, FL 32301

SUMMARY

Meeting Decisions/Assignments

- The board approved minutes from February 23, 2009 with one correction.
- February was another record breaking month. We are up +25% over last February
- CCMA – Pittsburg, PA - June 10th-14th– Larrane made reservations for 2 people to attend. Contact Larrane by mid April if you would like to attend.
- **II-I Compensation and Workload – June**
 - *Approved*
- At 6:30 on April 8th and 15th there will be candidate forums in the NLM conference room. Any BOD members that could come would be appreciated.
- Jim asked BOD members contact him if they have any information regarding code of conduct violations
- Candice will re-send the policy manual.
- Newsletter Articles:
 - Chuck is writing an article due April 1
 - Jennifer is writing an article about leadership skills.
 - Dave will do an interview with Peg Nolan.
- Joshua will send out the ends draft using the alternative #3 and with some edits on #2.
- BOD members can log on the CBLD website and view the webinars anytime.
- Chuck will meet with Larrane to compile a new budget. The budget will come to the board in May for review and discussion.
- The annual meeting is scheduled for August 22, 2009 at Goodwood Museum and Gardens.
- Heidi will work with Candice on the policy manual hyperlinks
- Chuck will send the by-laws to Candice for updating.

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Call to Order: @ 6:32 pm by Heidi Fox, BOD Facilitator

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

Absent: Jennifer Agabiti-Hall, Director; Madelon Horwich, Director

Introductions: None needed.

Owners Forum: None

Agenda Review: See Attachment
Short closed session tonight

Minutes Approval: The board approved minutes from February 23, 2009 with one correction.

- Ashley will make one correction and resend the minutes to the board. Ashley will also print the minutes for signatures.

President's Report: See Attachment

- Sent out to all BOD members via email.
- There will be a closed session following this meeting

General Manager Report - Larrane

- February was another record breaking month. We are up +25% over last February.
- 77 new owners in February. This includes the ownership drive.
- 5 GMs from stores as far as Maine are coming to meet with Larrane and discuss how NLM has grown over the years, and our successful expansion.
- There will be a performance audit on the deli.
- Thursday we are also doing a whole store audit.
- The floor needs to be addressed. We had one company do a sample behind the double doors. It is nice, but porous which doesn't work for a grocery store. Larrane will keep us posted.
 - Chuck - Who is responsible for the floor?
 - Right now they are saying that everyone has a part. The concrete wasn't prepared properly.
 - Chuck - When should we know what is going to happen to the floor?
 - Probably not for another month.

- There are three new roof leaks which will be fixed at no cost to NLM.

Board Decisions:

- **Board Policy Governance Reports**
 - **II-I Compensation and Workload – June**
 - June sent the report to all BOD members via email.
 - June Wiaz report dated March 30, 2009 asserted ‘in compliance’
 - June identified concern regarding the level of member participation
 - Chuck: members participate at the level that they want to participate and we thank them for that.
 - Larrane: I wouldn’t worry about whether members attend BOD meeting forums. That generally implies that members are satisfied with the co-op.
 - Candice: You have a lot of great data.
 - Maria: I like that you added some history so that we know where the information came from.
 - The BOD approved the report with the removal of one sentence.

Board Discussions:

- **Elections - Jim**
 - We are on schedule for the election process.
 - At 6:30 on April 8th and 15th there will be candidate forums in the NLM conference room. Any BOD members that could come would be appreciated.
- **Code of Conduct - Jim**
 - Jim asked BOD members contact him if they have any information regarding code of conduct violations.
- **New Member Training - Jim**
 - Jim met with Maria, Jeannette and Madelon. They did a trial run for the new member training.
 - We all learned a lot. In the future Madelon and Jim will work with new members so that they can have a better understanding of BOD processes.
 - Jeannette: The trial run went really well.
- **Policy Manual – Jim**
 - How are we coming on the manual and bi-laws?
 - Candice: I sent out the electronic manual to the board a couple of months ago. I will send it out again.
 - Candice is still having trouble with the hyperlinks
 - Jim gave BOB members his updated email.
- **Newsletter - June**
 - We have 3 pieces lined up.
 - Chuck is writing an article due April 1
 - Jennifer is writing an article about leadership skills.
 - Dave will do an interview with Peg Nolan.
- **Ends - Joshua**
 - Joshua passed out the last version of the ends revision. The same document was also sent out to BOD members through email.

- The first 3 were written based on our committee meeting and discussions with Marilyn and Thayne.
- The last #3 is an alternate that Joshua wrote later.
- Cristin is concerned with our ability to measure ‘consistent trust’
- Candice wondered how we measure whether consumers are actually being educated.
- Chuck sees Larrane’s interpretation of the ends as an important variable.
- Candice suggested taking out the word empowered
 - Joshua reminded Candice that we need to identify what the outcome of our education will be.
- Joshua will send out the ends draft using the alternative #3 and with some edits on #2.
- **Webinars - Chuck**
 - Chuck asked BOD members which if any of the webinars offered the BOD would like to participate in.
 - BOD members can log on the CBLD website and view the webinars anytime.
 - Jeannette suggested that one BOD member do a webinar each month and bring back information that would be beneficial to the entire board.
- **Annual Plan – Chuck/Joshua**
 - Joshua created and passed out a document that is the BODs annual plan. It includes the annual goals and committees.
 - In the future our goals and committees need to be pulled out of the retreat summary so that we have a document to refer to quickly.
- **Board Budget - Chuck**
 - We do not have a formal BOD budget to adopt yet for this year. I have the budget that we adopted last year that we are currently operating under.
 - Anything that is not operations is included in the BOD budget.
 - The budget from last year will be reconciled with our current expenses.
 - Chuck will meet with Larrane to compile a new budget. The budget will come to the board for review and discussion.
- **Annual Meeting**
 - The annual meeting is scheduled for August 22, 2009 at Goodwood Museum and Gardens.

Upcoming/Current Issues:

- CCMA – Pittsburg, PA - June 10th-14th– Larrane made reservations for 2 people to attend. Contact Larrane by mid April if you would like to attend.

Review Meeting Decisions/Assignments:

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Calendar/Monitoring Schedule:

- **Next BOD meeting – April 27, 2009**
- **II-C Code of Conduct – Jim Terrell**
- **VI-C Financial Conditions**

April 27, 2009 Agenda Items:

- **Ends discussion**
- **Monitoring Report data collection**
- **Audit discussion**

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

Adjournment: Meeting was adjourned at 7:50pm

Closed Meeting

Respectfully Submitted,

Ashley Arrington, Recording Secretary

Approved by Board of Directors on _____ as witnessed by,

Chuck Hungerford, President

Joshua Youngblood, Corporate Secretary/Treasurer