

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

SUMMARY

Meeting Decisions/Assignments

- The board approved minutes from July 27, 2009 with no corrections.
- We had 45 new owners in August
- The board approved: **IV-1 Communication and Support to Board**
- Jeannette will meet with the board budget ad-hoc committee one more time to fix the global statement.
- The board Approved Larrane's list of definitions of the ends statements that she worked on with her staff
- Elections end on September 6th
- Madelon will take over the responsibility of updating the PG Manual.
- Board Retreat: October 10th at Jeannette's Sister's Retreat Center.

Minutes, New Leaf Market Board of Directors Meeting, July 27, 2009
New Leaf Market Meeting Room, 1235 Apalachee Pkwy, Tallahassee, FL 32301

Call to Order: @ 6:35 pm by Heidi Fox, BOD Facilitator

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

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

Introductions: All in attendance gave brief introductions.

Owners Forum: None

Agenda Review:

- **Add - Board Budget Proposal**
- **Delete - Webinar**

Minutes Approval: The board approved minutes from July 27, 2009 with no corrections.

President's Report: See Attachment

- We have some important things to discuss during the closed meeting.

General Manager Report – Larrane

- Sales were 20% higher than last August.
- We had 45 new owners in August
- Larrane is leaving on the 9th of September for the General Assembly in Seattle. Phil will be in charge while she is away.
- We are currently doing internal management training.
- We are revamping our internal evaluation system.

Community Outreach Committee Report

- The Outreach Committee started in the Fall of 2008. One of our goals was to reach out to minorities and young people, and the business community.
- We met on Aug 4. Maria found several places where we could reach out to the Hispanic population in Tallahassee. A magazine, a newsletter, a website, a festival, and the Florida history fair.
- We do have great diversity in our staff and are working on making New Leaf market more bilingual.
- Joshua is assisting Cristin in creating a course on Co-op principles.
- We are also working on African American outreach.
- Member Communication
 - An explanation of the Patronage Rebate program will accompany the checks being sent out this year.

- There will also be a newsletter article explaining the Patronage Rebate program.
- June – Could we market, and draw attention to, products that might be appealing to certain cultures or types of cuisine?
 - Maria - Yes, we will be mentioning some of the specific products that would be of interest in the Hispanic community during the various events and articles.

Board Decisions:

- **Board Policy Governance Reports: None**
- **GM Policy Governance Reports:**
 - **IV-1 Communication and Support to Board**
 - Larrane sent out this report to all BOD members via email.
 - Larrane Hartridge's report dated August 31, 2009 asserted 'in compliance'
 - Approved
- **Board Budget Proposal**
 - There is a change under #1.
 - Jeannette sent out the proposal to all board members and did not receive any questions.
 - Maria – Can you give me an example of 'outside monitoring'
 - Jeannette – this might be in the form of an audit.
 - Maria – What is an 'outreach mechanism'
 - Jeannette – maybe a survey? Something that would provide owner input. This would be something that we need to decide to do ahead of time so that it can be included in the budget
 - Madelon – what is meant by 'governance capacity'
 - Joshua – training
 - I would like to see a mention of the fact that the board budget will not jeopardize the budget of the store. The board budget is affected by the store budget
 - Jeannette – I don't see that as being a problem. The timeline is such that the decisions are made on an ongoing basis.
 - Larrane – The timeline should be part of the policy and approved by the board.
 - Chuck – the timeline could be part of the policy, or approved each year as stated in the policy.
 - Jeannette proposed that we establish a board budget policy that includes a timeline of events relating to the policy.
 - Madelon - The global statement needs tweaking.
 - Jeannette will meet with the ad-hoc committee one more time to fix the global statement.
- **Ends Definitions**
 - Larrane met with her staff to determine their definitions of the terminology.
 - Larrane sent out the definitions to all BOD members for feedback.

- Maria - #2 – ‘full service store’ is not defined
 - That didn’t need a definition because that is what we are.
- *Approved*

Board Discussions:

- **Elections - Jim**
 - The elections are happening. They end on September 6th.
 - Maria – how do we control someone voting 25 times?
 - You have to put your number or name on the outer envelope. The ballots are counted only one per number or name.
- **PG Update – move to discussion**
 - Chuck suggested that Madelon take over the responsibility of updating the PG Manual.
- **Annual Meeting Rehash – Chuck**
 - The meeting was great! We loved the venue!
 - Jeannette – one observation – the question about our ends made me think about how we can better inform people.
 - Joshua – we should have a sign that lists our ends in the store.
 - Maria – should we think about having workshops or focus groups to get more feedback?
 - We have a year to think about those options.
- **Bread and Roses – Joshua**
 - Larrane got a letter requesting board participation at Bread and Roses; a new co-op opening in railroad square. Joshua went to their meeting, introduced himself, and gave them a copy of our Policy Governance Manual.
 - Opening is planned for October 10
 - They are going to have a FAMU market for produce.
 - They will have 100% of members working at least 3 hours/month.
- **Retreat – Chuck**
 - We picked two weekends in October for a retreat and narrowed it down to one – October 10th
 - Please send Chuck your ideas for agenda items.
 - Jeannette has offered her sisters retreat center at the farm for an overnight retreat.

Upcoming/Current Issues:

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Review Meeting Decisions/Assignments:

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Calendar/Monitoring Schedule:

- **II-K Owner Communication – Maria**
- **IV-F Asset Protection – Larrane**
- **II-G Meetings - Jim**

October 5, 2009 Agenda Items:

- **Seat new board members**
- **Seat officers**

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

Adjournment: Meeting was adjourned at 7:46

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