

## **Minutes, New Leaf Market Board of Directors Meeting, June 7, 2010**

New Leaf Market Meeting Room, 1235 Apalachee Pkwy, Tallahassee, FL 32301

### **SUMMARY**

#### **Meeting Decisions/Assignments**

- The board approved minutes from April 26, 2010 with no corrections.
- April and May: we are up 8% in sales from last year, and above the national trend.
- The board approved the following reports:
  - **III-E GM Performance Evaluation – Jim**
  - **II-I Annual Planning – Maria**
- **Expansion Committee Meeting Results**
  - 6 members of the board met with the management team regarding expansion possibilities and we approved a letter of intent.
- **The board approved the final sections of the PG Manual Revision**
- Two candidate forums will be held on July 14<sup>th</sup> and July 21<sup>st</sup>.
- Joshua and Larrane will write a letter from the board and staff to send our regards to Sunshine Blombergh.

**Minutes, New Leaf Market Board of Directors Meeting, June 7, 2010**  
New Leaf Market Meeting Room, 1235 Apalachee Pkwy, Tallahassee, FL 32301

**Call to Order:** @ 6:39pm by Heidi Fox, BOD Facilitator

**Present:** Joshua Youngblood, President; Jim Terrell, Vice President; Chuck Hungerford, Director; Maria Cobian, Director; Jennifer Agabiti-Hall, Director; June Wiaz, Director; Madelon Horwich, Director; Dave Watson, Director; Larrane Hartridge, General Manager; Jeannette Reed, Director; Heidi Fox, BOD Facilitator; Ashley Arrington, Recording Secretary.

**Absent:** None

**Introductions:** All in attendance gave brief introductions.

**Owners Forum:** None

- Hugh Boyter attended the meeting as a board candidate.

**Agenda Review:**

- **Add:** discussion: crystal Connection
- **Add:** discussion: Board Box

**Minutes Approval:** The board approved minutes from April 26, 2010 with no corrections.

**President's Report: See Attachment**

- June and Josh will be leaving for the CCMA Conference in Bloomington on Wednesday.
- There is a new farmers market operating down the street. Joshua is excited about the community changing and supporting local produce and commerce.
- Joshua appreciates all the work that goes on behind the scenes.

**General Manager Report – Larrane**

- There was a membership drive on Saturday which signed up 13 new owners.
- There were 53 applications submitted for the New Leaf Scholarships.
- April and May: we are up 8% in sales from last year, and above the national trend.
- The Annual Meeting committee needs to meet soon.
- We are gearing up for our upcoming competition

**Board Decisions:**

- **Board Policy Governance Reports:**
  - **III-E GM Performance Evaluation – Jim**
    - Jim sent out the report to all board members via email.
    - Jim Terrell's report dated June 7, 2010 asserted 'not in compliance'
    - This policy will be re-written.
    - *Approved*
    - III-E Evaluation Form – Thane suggested setting a standard for the GM to follow. The board agreed to start using the new evaluation template.

- **II-I Annual Planning – Maria**
  - Maria sent out the report to all board members via email.
  - Maria Cobian’s report dated June 7, 2010 asserted ‘in compliance’
  - Approved
- **Expansion Committee Meeting Results**
  - 6 members of the board met with the management team regarding expansion possibilities and we approved a letter of intent.
- **GM Policy Governance Reports**
  - None

**Board Discussions:**

- **PG Manual Revision – Madelon and Jim**
  - Policy III – A: Global board mgt connection. We removed ‘chief executive officer’ and ‘title’ from the third sentence.
    - B: No changes
    - C: Delegation to the GM: No Changes unless we find a duplicate sentence
    - D: Just editing changes
    - E: add the Evaluation Form
  - Policy IV: A: treatment of consumers: no changes
    - B: staff treatment: no changes
    - C: change wording in #1 to refer to para 2 specifically. Para 3: what does ‘long term reserves’ mean?
      - Larrane: This is any money that has been sitting. It is a specific line on the balance sheet.
    - D: Planning and budgeting: Change ‘cost of governance’ to ‘board budget’.
    - E: expansion: does the board want this out of the policy manual and have it be a separate document for future use?
      - The board agreed to have it in the appendix and renamed ‘Expansion Guidelines’.
    - F: Asset protection (will now be ‘E’): Madelon suggested adding the CBLD policy as #5. Delete current para 5.
    - G (now F) : no changes
    - H (now G): add CBLD policy 3. It will be #6.
    - I (now H): CBLD has 2 policies that were applicable. The CBLD 8 had more detail than our #5, but the current policy suits our needs.
  - *Approved.*
- **Election/Candidates – Dave**
  - We have 4 board candidates. We need to talk to Cristin about the having the candidates bag groceries. There are forums on July 14<sup>th</sup> and 21<sup>st</sup>.
- **Crystal Connection**
  - Jim would like to write a letter from the board and staff to send our regards to Sunshine Blombergh.
- **Board Box**
  - Earl Morrogh sent a donation request which will be passed to Cristin.
  - Nadia Mundy sent a request to interview some board members for a documentary.

**Upcoming/Current Issues:**

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**Review Meeting Decisions/Assignments:**

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**Calendar/Monitoring Schedule:**

- **II-B Governing Style**
- **III-A Global Board/Mgt. Connection**
- **III-B Accountability of GM**
- **III-D Monitoring GM Performance - Jim**

**June 28, 2010 Agenda Items:**

- **Annual Meeting**
- **III-E GM Performance Evaluation Re-write**
- **CCMA report**

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

**Adjournment:** Meeting was adjourned at 7:46pm

**Closed Session**

Respectfully Submitted,

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Ashley Arrington, Recording Secretary

Approved by Board of Directors on \_\_\_\_\_ as witnessed by,

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Joshua Youngblood, President

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Madelon Horwich, Corporate Secretary