

Minutes, New Leaf Market Board of Directors Meeting, June 28, 2010

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

SUMMARY

Meeting Decisions/Assignments

- The board approved minutes from June 7, 2010 with no corrections.
- Everyone should start thinking about topics for the board retreat.
- New Leaf Market won the Chamber of Commerce ‘Small business of the Year’!
- The Board approved the following reports
 - **II-B Governing Style**
 - Dave will revise #5 to read ‘in compliance’ and re-send to all BOD members.
 - **III-A Global Board/Mgt Connection**
 - **III-B Accountability of GM**
 - **III-D Monitoring GM Performance**
- The board retreat is Oct 15. Josh will check on Thane’s availability.
 - BOD members will have a potluck dinner in town on Friday and go to Jeannette’s Center on Saturday morning.
- Joshua, Madelon, and Larrane will discuss possible solutions for board file storage.
- Chuck will have his recommendations for scholarship recipients ready for the board’s approval next month.
- Chuck will send out an update on the board in-box if there is anything urgent
- The candidate forums are on July 14th and 21st.

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Call to Order: @6:30pm by Martha Weinstein, 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; Martha Weinstein, BOD Facilitator; Ashley Arrington, Recording Secretary.

Absent: None

Introductions: All in attendance gave brief introductions.

Owners Forum: None

Agenda Review:

- **Add discussion:** board file storage

Minutes Approval: The board approved minutes from June 7, 2010 with no corrections.

President's Report: See Attachment

- June and I were in Bloomington for the CCMA Conference. We had a great time and learned a ton! There are so many good ideas. Board leadership sessions were actually more interesting than I thought. June went to sessions on Marketing and other such things.
- I personally took away the fact that our board is at a point where we can do some long term visioning. I want to propose that we think about dedicating time at each meeting to do long term visioning.
- Joshua met with Heidi about the Annual Meeting process.
- Everyone should start thinking about topics for the board retreat. We have a lot of ideas bouncing around already.

General Manager Report – Larrane

- Saturday was this year's closeout. We had a smooth and efficient inventory. We are up double digits in sales from last year.
- We have new bins in produce. We are adding a new bakery case and the marketing department is working on refreshing signage. We also added more local meat including lamb, goat, and beef to our meat case.
- The Farm Tour prep is going well. We have 21 farms participating so far.
- New Leaf Market won the Chamber of Commerce 'Small business of the Year'! It was exciting and unexpected.
- Larrane and Joshua are participating in a research project conducted by the University of Wisconsin on economic and governance data for co-ops.

Board Decisions:

- **Board Policy Governance Reports:**
 - **II-B Governing Style**
 - Dave sent the report to all BOD members via email.
 - Dave's report dated June 28, 2010 asserted 'in compliance' on all items except #5 which was 'out of compliance'
 - Joshua commented that we are actually in compliance on #5 because of the self assessment that we do at the end of each meeting.
 - Dave will revise the report and re-send to all BOD members.
 - Jim – there is a policy number correction needed in B4: Policy II-H 3 should be II-G 3.
 - Madelon – I was assuming that the checklist referred to in #5 was the new evaluation checklist that we added to III-E.
 - Dave – yes, that is correct.
 - *Approved with changes*
 - **III-A Global Board/Mgt Connection**
 - Joshua sent out the report to all BOD members via email.
 - Joshua's report dated June 28, 2010 asserted 'in compliance'
 - *Approved*
 - **III-B Accountability of GM**
 - Jim sent out the report to all BOD members via email.
 - Jim's report dated June 28, 2010 asserted 'in compliance'
 - Jim would like to propose a wording change in #1. The second sentence is not necessary.
 - Madelon and Joshua are okay with the sentence.
 - The policy will remain as is.
 - *Approved*
 - **III-D Monitoring GM Performance**
 - Jim sent out the report to all BOD members via email.
 - Jim's report dated June 28, 2010 asserted 'in compliance'
 - Jim made a suggestion that we replace the first sentence with the CBLD equivalent. We will revisit this policy's wording next year.
 - *Approved*
- **GM Policy Governance Reports**
 - **None**

Board Discussions:

- **Annual Meeting**
 - Joshua has met with Heidi and talked about the annual meeting.
 - We would like the meetings to be more engaging for children with some specific activities. New Leaf is going to contract with a baby sitting service so that BOTH parents can attend the meeting.
 - Heidi mentioned that some owners were disappointed last year because the Ends weren't discussed more and presented on 'center stage'. This year we will have the ends projected and included in a slide show which will also include community involvement activities.

- Heidi also wanted to have more community sponsors. We thought about inviting some vendors and/or farmers. Farmers are already asked to do promotion for the farm tour, and it is too late now to invite vendors. We will try some of these ideas next year.
 - We will discuss more ideas for future annual meetings at the retreat.
- **CCMA**
 - Joshua and June attended the CCMA Conference in Bloomington.
 - June sent out a summary of her sessions to all BOD members via email.
 - June went to a discussion about credit unions and customer loyalty. If you have employee loyalty and longevity, you are more likely to have customer loyalty.
 - June also thought about bringing new media to the website. June's husband is a self proclaimed videographer and may be willing to assist with some video shoots, including the 'Co-op Rocks' project
- **Board Retreat**
 - The board retreat is Oct 15, depending on Thane's availability. Josh will check with Thane.
 - BOD members will have a potluck dinner in town on Friday and go to Jeannette's Center on Saturday morning.
 - Please start thinking about the Board Retreat and possible topics of discussion. So far Josh would like to discuss:
 - Annual meeting committee
 - BOD member education agenda
 - What the board discusses and learns about throughout the year can be brought to the annual meeting to excite owners.
- **Election/Candidates**
 - All candidates will have an opportunity to rehearse their speech for the annual meeting at the two forums.
 - The candidate forums are on July 14th and 21st.
 - Board members discussed whether the board candidates should bag groceries during the campaign. A winning majority of the board likes the idea of candidates bagging groceries.
- **Scholarship Committee**
 - In addition to sending out notices to schools and organizations, we also posted the information online.
 - We had many more applications this year than in years past.
 - Denise and Chuck are working on reading all the applications. Chuck will have his recommendations ready for the board's approval next month.
 - Chuck is working on a proposal for the retreat. He will recommend that in addition to establishing a 5013c, we should put aside some seed money to have a part-time position to see what other organizations in the community could benefit from having 501c3 hold their fundraisers for them.
- **Board In-Box**
 - Chuck did not check the board in-box today. Chuck will send out an update if there is anything urgent
- **Board File Storage**
 - Joshua, Madelon, and Larrane will discuss possible storage solutions.

Upcoming/Current Issues:

- **Candidate Forums: July 14th and 21st.**

Review Meeting Decisions/Assignments:

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Calendar/Monitoring Schedule:

- **II-D BOD Leadership Responsibilities – Jeannette**
- **II-E Committee Principles and Resp. – Chuck**
- **IV-D Planning and Budgeting – Larrane**
- **IV-C Financial Conditions and Activities - Larrane**

July 26, 2010 Agenda Items:

- **Annual Meeting**
- **Board Retreat**
- **Scholarship recommendations**
- **Board In-box**

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

Adjournment: Meeting was adjourned at 8:03pm

Closed Session

Respectfully Submitted,

Ashley Arrington, Recording Secretary

Approved by Board of Directors on _____ as witnessed by,

Joshua Youngblood, President

Madelon Horwich, Corporate Secretary