

Call to Order

A regular meeting of the board of directors of Deep Roots Market Cooperative was held on Monday, June 24, 2019, in the co-op's Community Room. The meeting was called to order at 6:00 pm.

An opening blessing and moment of silence was initiated by Joel Landau and observed by those in attendance.

Attendance

Board Members Present: Joel Landau, Kathleen Donohue, Linda Sullivan, Haley Mills, Hope McLean, Chris Kwong, Stefan Hauke

Board Members Absent: Yvonne Lee-Hawkins, Sheldon Herman

Others in Attendance: Nicole Villano (General Manager), Matt Davis (note taker),
Clement Mallory (co-op owner), Charles Cameron (co-op owner)

Approval of Minutes

A motion to approve the minutes, as drafted, from the May 28, 2019 meeting was made by Hope McLean and seconded by Kathleen Donohue. The motion passed unanimously.

Open Session

Agenda Item 3: Review Action Items and Motions from Last Meeting..... Joel Landau

- Action Items from the May meeting were reviewed and all items are either completed or in progress.
- Table of Motions was reviewed and approved.

Off-Agenda Item: Length of Board Meetings..... Kathleen Donohue

- The idea of shortening the regular board meetings was brought up and discussed.
- The board agreed to work on cutting some time as they progress through the meetings going forward. All board members are reminded to review the meeting agenda packet and GM report prior to each meeting.

Agenda Item 4: Report from GM on Store Operations/Sales Nicole Villano

- Nicole presented her Monthly GM Report and Monthly Sales at a Glance to the board.
- Overview: *"May brought us another anniversary week, annual owners meeting and board election. Welcome new members and congratulations to everyone with reconfirmed seats! I am excited to move forward with new energy focused on getting past our cash crisis and pushing Deep Roots closer to its full potential. We are gearing up for the summer with planned flash sales, reductions in labor and tightening purchase budgets. That should us through to the autumn increase and a successful capital campaign."*
- Points of discussion/questions:
 - Summer sales
 - Increase marketing budget with capital campaign
 - Water leak in server room
 - Staff survey
 - Juice bar survey
 - Unexpected passing of staff member – explanation of situation, how is staff coping, what is Deep Roots doing to assist family/friends, arrangements

Agenda Item 5: Community Room Naming Rights Update/Implementation..... Kathleen Donohue/Nicole Villano

- Nicole and Kathleen presented a plan outlining different naming rights titles/levels offered at varying prices.
- The board discussed and provided feedback on the plan.
- Kathleen and Linda volunteered to join the committee and the committee will begin talking with vendors/businesses.

Agenda Item 6: CCMA Report.....Stefan Hauke

- Stefan attended the CCMA conference along with Nicole and the co-op's Grocery and Fresh Foods Managers.
- He gave a report and shared documents provided at the conference.

Agenda Item 7: Annual Board Retreat with CDS Consultant – Decide on LocationJoel Landau

- The board discussed possible locations for the retreat and decided upon HQ Greensboro.
- Nicole will confirm the reservation for the space.

Agenda Item 8: Annual Board Retreat – Review Agenda and LogisticsJoel Landau

- The board reviewed and approved the proposed agenda for the retreat.
- Haley will collect lunch orders from board members and Nicole will bring the food with her to the location.

Agenda Item 9: Skip Regular July Board Meeting?Joel Landau

- Due to the board already meeting during the board retreat in July, it was proposed to skip the regularly scheduled July board meeting.
- The board agreed to skip the regularly scheduled July meeting but would still like to receive the GM report for the month.
- A motion to cancel the regular July board meeting (provided the board will still receive the July GM report) since the board will already be meeting in July at the retreat, was made by Chris Kwong and seconded by Haley Mills. The motion passed unanimously.

Agenda Item 11: Review Action ItemsJoel Landau

- Action items for this meeting were reviewed and approved.

A motion to enter executive session was made by Stefan Hauke and seconded by Linda Sullivan. The motion passed unanimously and the board entered executive session.

Executive Session

Agenda Item 12: Owner Loan Program – Next StepsJoel Landau/Nicole Villano

Agenda Item 13: Address Any Other Fiduciary, Personnel, or Other Non-Public Board IssuesJoel Landau

A motion to exit executive session was made by Haley Mills and seconded by Hope McLean. The motion passed unanimously and the board exited executive session.

Agenda Item 10: Brainstorm/Discuss Ideas for Board OutreachAll Members

- The board entered a period of brainstorming and general discussion until it was decided to adjourn.

Adjournment

A motion to adjourn this meeting of the Deep Roots Market Board of Directors was made by Haley Mills and seconded by Linda Sullivan. The motion passed unanimously and the meeting was adjourned at 8:15 pm.