

PORTLAND FOOD CO-OP Board of Directors
Meeting Minutes
August 24, 2021

Board Members Present: Julianne Baroody, President; Kerry Vachon, Treasurer; Jorge Acero; Lien De Brouckere; Colleen Finnell; Emily LeFebvre; Siobhan Whalen

Also Present: Katherine Bessey and Analise Sesay of Cooperative Development Institute (CDI); Sarah Braik, Board Assistant

Absent: Mary Becker, Secretary; Melissa Emerson, Vice President; Justin Dewalt; John Crane, GM

CALL TO ORDER

7:10 PM

1. WELCOME/CHECK-IN/ANNOUNCEMENTS

7:10 PM-7:18 PM

Colleen led a team-building exercise.

2. PRELIMINARIES

7:19 PM-7:21 PM

Julianne reviewed the agenda.

3. MEMBER-OWNER FEEDBACK

7:22 PM

No Member-Owners (MOs) were present to provide feedback.

4. ADMINISTRATIVE ITEMS

7:22 PM-7:42 PM

--The Board approved by consensus the July 27 minutes.

--The Board approved a resolution to update our Corporate Authorization Resolution with Bangor Savings Bank to reflect recent staff and Board changes.

The Board briefly reviewed the July financial reports.

Julianne asked for a volunteer to assist Siobhan in coordinating Board policy monitoring.

Kerry and Mary have agreed to serve as co-presidents through the end of their term in 2023. Kerry asked Board members to think about filling the secretary and treasurer positions and asked them to speak with Julianne, Kerry or Mary if interested. Current officers will write up their duties to pass on to their successors.

In-person meetings are being held off for the time being, due to increase in Covid transmissions.

5. COMMITTEE REPORTS

7:43 PM-7:47 PM

The Co-op has booked Halo for Sunday April 24, 2-6 PM for the 2022 Annual Meeting.

The Perpetuation Committee will meet September 1 at 7:30 PM to discuss the charter, timeline for 2021-2022 recruitment & elections, and any proposed changes to the process. Anyone is welcome. The Committee needs one more person to fill an empty spot. Members were asked to contact Emily if interested.

Regular Equity Committee meetings will resume nearer to the completion of the listening study. Potential members will be interviewed in September.

6. BREAK

7:48 PM-7:52 PM

7. EDUCATION AND EVOLUTION: CDI listening study

7:53 PM-8:39 PM

Lien provided a brief history of the commissioning of the listening study and introduced Katherine Bessey and Analise Sesay of Cooperative Development Institute (CDI) to provide some of their preliminary findings, as well as the updated methods and strategies CDI has laid out for connecting with farmers and business owners this September. They anticipate the full report by December, though will provide an interim report later this fall. Katherine and Analise answered questions from the Board.

8. CLOSING FORUM

8:40 PM-8:48 PM

Jorge volunteered to be on the Equity Committee. CDI will make recommendations for how to restart the Committee. It was pointed out that each Board meeting should be recorded. Board members are encouraged to attend Executive Committee meetings.

9. NEXT MEETING

8:48 PM

The next Board meeting will be Tuesday September 28, 2021 from 7:00 PM-9:00 PM via Zoom.

At 8:48 PM the meeting was adjourned.

Respectfully submitted,

Sarah M. Braik

Board Assistant