

**PORTLAND FOOD CO-OP Board of Directors**  
**Meeting Minutes**  
**October 26, 2021**

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Board Members Present: Julianne Barody, President; Kerry Vachon, Treasurer; Mary Becker, Secretary; Lien De Brouckere; Justin DeWalt; Colleen Finnell; Emily Lefebvre; Siobhan Whalen

Also Present: John Crane, General Manager; Sarah Braik, Board Assistant; Loretta Powers, Member-Owner

Absent: Melissa Emerson, Vice President

**CALL TO ORDER**

7:04 PM

**1. WELCOME/CHECK-IN/ANNOUNCEMENTS**

7:04 PM-7:17 PM

Julianne led a team-building exercise.

**2. PRELIMINARIES**

7:18 PM-7:20 PM

Julianne reviewed the agenda.

**3. MEMBER-OWNER FEEDBACK**

7:21 PM-7:22 PM

Loretta (M-O) thought the Co-op staff polite, kind and considerate.

**4. ADMINISTRATIVE ITEMS**

7:23 PM-7:36 PM

--The Board approved by consensus the September 28 minutes, the September 28 executive session minutes and the September 28 executive session minutes to be posted on the Co-op's website.

Kerry presented the 2022 Board budget and answered questions from the Board.

--The Board approved the 2022 Board budget by consensus.

**5. GM POLICY MONITORING**

7:37 PM-8:07 PM

John presented the September financial reports and the B1: Financial Condition Q3 report and answered questions from the Board. Sales are strong and supply chain disruptions and labor shortages associated with the Covid pandemic have not posed a significant problem. John reported that the Co-op has sufficient cash on hand to repay M-O loans, and he anticipates the store should be showing a regular profit from now on. As the cafe area has not been used for informal seating or for workshops, the Board discussed including a conversation about alternative ways of nourishing community in a future agenda.

--The Board accepted by consensus the B1: Financial Condition Q3 report as being in compliance, finding it to include reasonable operational definitions/interpretations and evidence to support John's assertion of compliance.

#### 6. BREAK

8:08 PM-8:16 PM

#### 7. BOARD POLICY MONITORING

8:17 PM-8:32 PM

The Board reviewed the C1: Governing Style, C2: The Board's Job, C3: Agenda Planning and C4: Board Meetings monitoring survey results. It was decided to focus on more equitably dividing leadership responsibilities among the whole Board and on encouraging the expression of diverse viewpoints at Board meetings.

#### 8. COMMITTEE REPORTS

8:33 PM-8:39 PM

Emily presented the Perpetuation Committee report. There will be six open seats in 2022 to make up a full Board of eleven. Three of the four current members whose terms are ending have decided not to run for re-election. The Board discussed recruitment strategies.

#### 9. EDUCATION AND EVOLUTION

8:40 PM-8:57 PM

John shared parts of a presentation he gives to new staff on why the Co-op matters, including cooperative values and the history of co-ops in the United States. The Board discussed scheduling a longer presentation via Zoom for the entire Co-op community.

#### 10. CLOSING FORUM

8:58 PM-9:03 PM

The Board decided in future to allot more time to discussion of Board monitoring surveys.

11. NEXT MEETING

9:03 PM

The next Board meeting will be Tuesday November 23, 2021 from 7:00 PM-9:00 PM via Zoom.

At 9:03 PM the meeting was adjourned.

Respectfully submitted,

Sarah M. Braik

Board Assistant