

**PORTLAND FOOD CO-OP Board of Directors**  
**Meeting Minutes**  
**February 25, 2020**

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Board Members Present: Julianne Baroody, President; Mary Malia, Secretary; Sarah Alexander; Lien De Brouckere; Colleen Finnell; Tim Lynch

Board Members Absent: Melissa Emerson, Vice-President; Andrew Magoun, Treasurer

Also Present: John Crane, General Manager; Sarah Braik, Board Assistant; Salvatore Chappa, Employee/Member-Owner; Hether Thayer, Cooperative Board Leadership Development (CBLD) consultant; and Emily LeFebvre, Laura Mailander, and Mary Becker (remote), prospective Board candidates

**CALL TO ORDER**

7:06 PM

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

7:06 PM-7:16 PM

Board members and prospective candidates are urged to attend Cooperative Board Leadership (CBL) 101 March 21 and the Principle 6 (P6) conference April 4.

**2. AGENDA REVIEW**

7:17 PM-7:20 PM

**3. APPROVE MINUTES OF JANUARY 28 MEETING**

7:21 PM

--The Board approved the January 28 minutes by consensus.

**4. ADMINISTRATIVE ITEMS**

7:22 PM-7:36 PM

The Board discussed and approved a committee evaluation and renewal proposal.

The Board discussed and approved the Executive Committee's proposal for Cooperative Board Leadership Development (CBLD) virtual workshops for Board education.

The Board discussed and approved a proposal to cancel the April Board meeting as it falls during the week of the PFC's annual meeting.

Directors were asked to review and contribute to the draft message from the Board for the annual report.

#### 5. MEMBER-OWNER FEEDBACK

7:37 PM-7:38 PM

No members provided feedback this month.

#### 6. GM UPDATES AND MONITORING/POLICY REVIEW

7:39 PM-7:59 PM

John presented the A1 Ends report and answered questions from the Board. The report will be approved at the March meeting.

#### 7. SOCIAL TIME

8:00 PM-8:07 PM

#### 8. BOARD POLICY MONITORING

8:08 PM-8:18 PM

Sarah presented highlights of the Board's monitoring of policy C8: Governance Investment and answered questions from the Board. The Board decided to remove one word from the policy and to promote more Board training opportunities.

#### 9. COMMITTEE REPORTS

8:19 PM-8:43 PM

The Perpetuation Committee updated the Board on the elections process and asked for suggestions for the annual meeting format.

Lien presented the Equity Committee report, including plans to recruit new members.

#### 10. EDUCATION AND EVOLUTION

8:44 PM-8:53 PM

Lien led a culture and teaming exercise.

#### 11. CLOSING FORUM

8:54 PM-8:55 PM

#### 11. NEXT MEETING

8:56 PM

The next Board meeting will be Tuesday, March 24, 2020 from 7:00-9:00 PM.

At 8:56 PM the meeting was adjourned.

Respectfully submitted,

Sarah M. Braik  
Board Assistant