

Montavilla Food Co-operative Board of Directors/Steering Committee

Tuesday, June 20, 2017
7:00pm to 9:00 pm

TaborSpace (Art Room)

REGULAR MEETING AGENDA

7:00- 7:05 PM	CALL TO ORDER INTRODUCTIONS, ANNOUNCEMENTS, AND PUBLIC COMMENTS			
	Board Members		Others	
	Amanda Lamb	X	Colby Clipston	X
	Katherine Lim-Pedery	X		
	Ellen Rubinstein	X		

7:05-7:10 PM	CONSENT AGENDA <u>Approved</u>	Lead	Doc(s)
Action	1. Approval of the agenda for June 20, 2017		
Action	2. Approval of meeting minutes from May 15, 2017		App A
	3. Committee and working group reports		
Discussion	a. Business committee		
Discussion	b. Outreach committee		

7:10-7:15 PM	PUBLIC COMMENT	Lead	Doc(s)
Limited to 3 minutes per person	Comments from member-owners, on any topic (including non-agenda items)		

7:45 -8:30 PM	REGULAR AGENDA	Lead	Doc(s)
7:15-7:20 Discussion	Committee, working group, or other updates <ul style="list-style-type: none"> ● Need to coordinate with the Business Committee on getting the financials to the auditors ● Outreach <ul style="list-style-type: none"> ○ Debrief Pancake Breakfast <ul style="list-style-type: none"> ■ As successful as last year. Slightly less revenue, but also spent less money. ○ Upcoming events <ul style="list-style-type: none"> ■ Jade Night Market - at one past market gave away jade plants in little pots for each new member. <ul style="list-style-type: none"> ● Ask Facebook members if anyone has access to a jade plant? 	All	

	<ul style="list-style-type: none"> ● See if we can commission Shane for pots. <ul style="list-style-type: none"> ■ Street Fair ■ First Friday's ■ Gateway Green ● Potentially a farmer's market at Taborspace. We would support if they did start one. 		
7:20-7:30 Discussion	<p>Update from Project Manager</p> <ul style="list-style-type: none"> ● Contract ● Meeting with a couple of volunteers to get a pilot group for volunteer training. These will be the trainings they give to their teams. Will then schedule follow-up trainings. <ul style="list-style-type: none"> ○ There are teams in waiting for some of the teams. Will be recruiting more members of the teams once the leads are trained. ○ So far the two teams are events and member-owner outreach. <ul style="list-style-type: none"> ■ Could also give them their membership cards. They are in the tabling box. ■ Once caught up on revisiting more long-term member-owners, can expand to reaching out to brand new members. ● Committee is transitioning to the new structure 	Colby, all	
7:30-8:00	<p>Discuss Visioning Process</p> <ul style="list-style-type: none"> ● Discussed conversation with Jacqueline <ul style="list-style-type: none"> ○ Meeting with community leaders <ul style="list-style-type: none"> ■ Come up with a list of leaders(completed 6/30) ■ Create a form email to invite leaders out to coffee (6/30 deadline) ■ Develop interview questions (7/7 deadline) ■ Sign up for interviews or schedule interviews and sign up when available (7/7 deadline) ■ Conduct interviews by July Board meeting ■ Ask them for referrals for people we should talk to about revisiting and/or board members ■ By the next board meeting, will be able to debrief those interviews. 	All	

	<ul style="list-style-type: none"> ○ For community leaders: Target local business leaders, elected officials, community advocates/volunteers ○ Also consider a more general poll of all member-owners. ○ July meeting: Have a skeleton plan for next steps ○ August meeting: Planning session for September/October meeting/revising <ul style="list-style-type: none"> ■ Set an annual meeting date ● What does revising look like? <ul style="list-style-type: none"> ○ Can mean many different things. ○ Can lead us to a vision statement. ○ Can help focus on what the co-op will provide to the community. ○ Can help get community buy-in and see what resonates with current and future member-owners. ● Facilitator <ul style="list-style-type: none"> ○ Jacqueline could give us a list of potential facilitators ○ Need to set a budget ● Setting a date (coincide with the annual meeting?) <ul style="list-style-type: none"> ○ Might too short a timeline ● At the end, throw a relaunch party 		
--	--	--	--

8:00-8:15	BREAK		
------------------	--------------	--	--

8:15-8:30 Discussion	<p>Board recruitment update</p> <ul style="list-style-type: none"> ● Amanda still needs to post open board positions to Facebook ● Ellen has emailed Alberta Co-op and they are spreading the word. <ul style="list-style-type: none"> ○ Can also reconnect with MFM, APANO, etc. ● Have one potential board member. Have not posted announcements on Facebook and other websites. ● Will make some connection through the series of interviews. ● Reach out to frequent supports: Bipartisan, Wix, East Glisan, Beer Bunker, Academy Theater ● Announcing open board positions via Facebook, email, etc., link to SurveyMonkey for the annual election 	All	
-------------------------	---	-----	--

EXECUTIVE SESSION AGENDA

8:30-9:00 PM	RECONVENE IN EXECUTIVE SESSION	Lead	Doc(s)
8:30-9:00		All	

Action	•		
9:00 PM	ADJOURN		

MEETING REVIEW	
Discussion	1. Meeting evaluation <ul style="list-style-type: none"> • Was this meeting well-facilitated? • Were the agenda items relevant and timely? • Were the right people at this meeting? • Did everyone get the chance to say what they wanted? • Did everyone feel heard?
Discussion	2. Review parking lot <ul style="list-style-type: none"> • Do we need special strategies, meetings, or work groups to deal with parking lot issues?
Discussion	3. Next meeting agenda <ul style="list-style-type: none"> • What resolutions/decisions should be on the agenda? • What reports or updates should be on the agenda? • Do any guests need to be invited to the meeting?
9:00 PM	ADJOURN