

Montavilla Food Co-operative Board of Directors

Monday, April 24, 2017
6:30 pm to 9:00 pm

TaborSpace (Art Room)

REGULAR MEETING AGENDA

6:30- 6:35 PM	CALL TO ORDER INTRODUCTIONS, ANNOUNCEMENTS, AND PUBLIC COMMENTS		
	Board Members		Others
	Amanda Lamb	X	Colby Clipston
	Katherine Lim-Pedery	X	
	Amy Reaney	X	
	Ellen Rubinstein	X	

6:35-6:40 PM	CONSENT AGENDA <u>Approved</u>	Lead	Doc(s)
Action	1. Approval of the agenda for April 24, 2017		
Action	2. Approval of meeting minutes from March 20, 2017		App A
	3. Committee and working group reports		
Discussion	a. Business committee		App B, App C, App D
Discussion	b. Outreach committee		

6:40-6:45 PM	PUBLIC COMMENT	Lead	Doc(s)
Limited to 3 minutes per person	Comments from member-owners, on any topic (including non-agenda items)		

6:45 - 8:30 PM	REGULAR AGENDA	Lead	Doc(s)
6:45-7:15 Discussion	Committee and working group updates <ul style="list-style-type: none"> ● Outreach <ul style="list-style-type: none"> ○ Request for a donation - event is day after the next Outreach meeting <ul style="list-style-type: none"> ■ Ellen will suggest to Outreach to donate some soaps in a bowl ● Update on Parade and Volunteer Appreciation parties <ul style="list-style-type: none"> ○ Catering <ul style="list-style-type: none"> ■ Katherine will be available to get the catering at 10:30 ■ Amanda will arrange drop off of other things with Amy 		

	<ul style="list-style-type: none"> ○ Dishes <ul style="list-style-type: none"> ■ Will store at Amy's ○ Parade carpool from Amy's house around 9:00 ● Social Media <ul style="list-style-type: none"> ○ Social media engagement is improving ○ Working on improving the timeliness of postings for upcoming events ○ Colby is currently facilitating postings <ul style="list-style-type: none"> ■ Haven't gotten to the point of developing communication plans specific to events ○ Will revisit the structure of Outreach teams at the next meeting. Clarify oversight and responsibilities. (Colby) <ul style="list-style-type: none"> ■ Outreach is empowered to set expectations for social media ○ Pancake breakfast communication <ul style="list-style-type: none"> ■ Colby is currently helping facilitate communication between Outreach and Social Media ○ Ask for 2-3 posts per week on events per week (e.g., Pancake Breakfast) and then measure whether that is happening. (Colby) ○ Ellen will send Colby a link to other co-ops who attended Up & Coming 		
7:15-7:45 Discussion	<p>Update from Project Manager</p> <ul style="list-style-type: none"> ● Colby shared a conceptual structure for organization of volunteer teams ● Recommended Colby create a slideshow/video to present the Alpha Drive concept to Outreach <ul style="list-style-type: none"> ○ Ellen volunteered to help review materials ● Want to start putting some of this into action, while at the same time testing to make sure the materials work ● Expectation is that we don't get lost in process, but prioritize getting member-owners and using the structure to supplement that work 	Colby, all	
7:45-7:55	BREAK		
7:55-8:30 Action	<p>Timelining Check-in</p> <ul style="list-style-type: none"> ● Planning for EDI conversation <ul style="list-style-type: none"> ○ Amy has saved articles specific to co-ops and EDI ○ Recommend somebody doing equity work in the food space, not general EDI work ○ Contract with someone to help the board and key volunteers learn and develop a vision for EDI 	All	App E

	<ul style="list-style-type: none"> ■ Then have another training to help push the message out to other volunteers ○ Amy will reach out to professors to see what their training would be and cost ○ There is a Facebook page from FCI on food co-ops in low income communities ● Lending conversation <ul style="list-style-type: none"> ○ Advantis does not do commercial loans ○ Ellen will check with OnPoint next ○ Albina Community bank ○ Probably won't be able to get a loan through a cooperative bank because coops can't get SBA loans and cooperative banks require SBA backing ● Scheduling time with Jacqueline <ul style="list-style-type: none"> ○ Doodle poll ● Board recruitment <ul style="list-style-type: none"> ○ Email to committees ○ Need to post on Facebook - include with other volunteer opportunities 		
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EXECUTIVE SESSION AGENDA

8:30-9:00 PM	RECONVENE IN EXECUTIVE SESSION	Lead	Doc(s)
8:30-9:00 Discussion	Board transitions <ul style="list-style-type: none"> ● Board recruitment update 	All	
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?

	<ul style="list-style-type: none">• Do any guests need to be invited to the meeting?
9:00 PM	ADJOURN