

Montavilla Food Co-operative Board of Directors

Monday, January 23, 2017
6:30 pm to 8:30 pm

Tabor Space (Art Space Room)

REGULAR MEETING AGENDA

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

6:35-6:45 PM	CONSENT AGENDA <u>Approved</u>	Lead	Doc(s)
Action	1. Approval of the agenda for January 23, 2017 <ul style="list-style-type: none"> Board added return of member equity to agenda Board voted to add conversation around EDI to regular agenda from Executive Session 		
Action	2. Approval of meeting minutes from December 19, 2016		App A
	3. Committee and working group reports		
Discussion	a. Business committee		
Discussion	b. Outreach committee		
Discussion	c. IT committee		
Discussion	d. Website working group		

6:45 - 8:50 PM	REGULAR AGENDA	Lead	Doc(s)
	Return of equity <ul style="list-style-type: none"> Board voted to return equity to Miyong Noh her full equity 	Amanda	
6:45-7:00 Discussion	Committee and Workgroup updates <ul style="list-style-type: none"> Follow-up on Outreach calendar - has not met for two months due to weather-related cancellations Pro forma update <ul style="list-style-type: none"> Katherine and Amy have met; Amy talked to Stuart and Jacqueline. Will continue working with FCI. Another meeting schedule with the work group, then meeting with Bill. Will present to Board in February - invite Dave Timelining update <ul style="list-style-type: none"> Amanda has made some additions to the "Governance" section Work offline on completing more of the timeline In the meantime, get something scheduled with FCI <p>- Amanda will work on scheduling</p>	All	

	<ul style="list-style-type: none"> ○ Will invite Colby to that meeting ○ Will share timelining conversation with Outreach committee 		
7:00-7:30 Action	<p>Contract for Volunteer Coordinator</p> <ul style="list-style-type: none"> ● Colby will be at the Outreach meeting on Wednesday. He will be introduced as someone we are considering contracting. ● Amy has a template contract/update former contracts and modify it for this position. Will attach scope of work to describe task. ● Supervision: <ul style="list-style-type: none"> ○ Primary oversight by Amanda Lamb ○ Mechanism for regular feedback with Outreach - set intentional check-ins during the first few months ○ Will also set up time at board meetings for a check-in (when Colby can come) ○ Board members will want to stay engaged with the work Colby is doing ○ Could look into project management tools ○ Will discuss communication mechanisms with Colby - how will the board be kept updated, help troubleshoot, etc. 	Amanda, all	
7:30-7:45 Action	<p>Contract with CDS</p> <ul style="list-style-type: none"> ● CDS has been really helpful working through a lot of organizational challenges. We are in a much more stable place right now. 	Amy	
7:45 PM	ADJOURN REGULAR SESSION		
7:45-8:00	BREAK		
8:00-8:30 Action	<p>Equity and Inclusion planning</p> <ul style="list-style-type: none"> ● Discuss feedback <ul style="list-style-type: none"> ○ Ask those who have given us feedback in the past what they would like to hear from us ● Planning for training <ul style="list-style-type: none"> ○ Have other co-ops developed plans to be more inclusive? - Will network at UandC <ul style="list-style-type: none"> ■ Durham ○ Are there local resources we can tap into? ○ What is our focus on inclusion? What kind of inclusion? (economic, racial, etc.) and develop an outreach strategy for those communities ○ Reach out to community organizations - can we have a "town hall" for certain communities (IRCO, APANO, churches) ○ Ask community representations to discuss how the co-op can serve their community and/or what concerns they might have. ○ Amy will start a conversation with a potential contractor to gauge interest and price - August Wilson Red Door Project 	AL	

EXECUTIVE SESSION

MEETING REVIEW	
Discussion	<ol style="list-style-type: none">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	<ol style="list-style-type: none">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	<ol style="list-style-type: none">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?