

Present: Pres. Jim Sims, Vice Pres. Kellie Hill, Sec. Debi Boen, Patty Casebolt

Absent: Fran Batzer, Kristi Schoenbachler

Staff Present: GM Anne Carter

REPORTS

The April Medford Food Co-op Board of Directors (**MFC BOD**) meeting was called to order at 6:30 p.m. on 04-19-16.

Minutes of the 03-21-16 **MFC BOD** meeting were submitted; **Kellie Hill** moved to accept the minutes as submitted. **Patty Casebolt** seconded the motion, which passed. Amended minutes for 01-18-16 and 02-16-16 were also submitted; the amendments, in both cases, involved the changing of a “2015” to “2016” in the heading of the minutes. Both sets of minutes were approved as amended. 01-18-16: motion, **Kellie Hill**; second, **Patty Casebolt**. 2-16-16: motion, **Kellie Hill**; 2nd, **Patty Casebolt**.

Financial reports submitted included Profit & Loss (Jan.-March. 2016), the Jan.-March 2016 Budget vs. Actuals, and the March 31, 2016 Balance Sheet. March sales were at \$372K, 101% of budget and a 7.4 percent increase over March, 2015. Expenses were at \$104K, or 97% of budget. Net operating income for March was \$38k, 278% of budget.

There was no President’s Report or Owner’s Forum at the April meeting.

GM Carter submitted and presented her written report, with updates in the areas of finance, ownership, public events and significant operational and staff changes. **MFC** added 12 new owners in March, and there were eleven share redemptions (all the share redemptions were from one individual). A membership drive is underway this month, with a goal of 75 new members by 4-30-16. As of 4-12-16, there were 45 new owners. **Carter** attended the **National Cooperative Grocer (NCG)** spring meeting last week; theme was “Courageous Leadership”. **NCG** priorities for co-ops in the new norm include: GM and management focus on supporting changes and improvements in the areas of pricing, product, and productivity. The **MFC** deli catered lunch for about 60 attendees at the Great Start, Eat Smart semi-annual meeting in April, and **MFC** is participating in two Earth Day events (the Rogue Valley Earth Day event in Ashland and the Bear Creek Stewardship Day in Medford). **Carter** continues to work on job descriptions (two remain).

GM MONITORING REPORT

The April GM Monitoring Reports concerned Policy B5, Treatment of Consumers. **GM Carter** submitted reports detailing interpretation, operational definitions, and supporting data; she is unable to report compliance with this policy (specifically, sub-policy 1; customer tracking). While steps have been taken toward compliance with this policy, the policy remains out of compliance. The Board assigned a “Low” severity indicator to this non-compliance, and requested an update at the July 17, 2016 meeting.

OLD BUSINESS

The Nominating Committee and Annual Meeting Committee presented verbal reports. All is on-track for our May 22 annual meeting at Pheasant Fields Farm, 1865 Camp Baker Road, Medford.

The **Todd Wallace/MFC BOD** workshop is scheduled for May 14; exact time and location to be announced. Directors are encouraged to watch their e-mails for details.

ANNUAL BOARD BUSINESS

Policy Governance register “C” and “D” policies were due to be discussed at the April meeting. This action was tabled, as not every Director has responded to the policy survey that was e-mail to them.

GM Carter submitted her self-evaluation, which was due at this meeting.

NEW BUSINESS

There was no new business discussed at the April meeting.

EXECUTIVE SESSION

MFC BOD moved into Executive Session at 7:00 p.m.

ADJOURNMENT

Debi Boen moved to adjourn the meeting at 7:20 p.m.; **Jim Sims** seconded the motion, which passed. The next regular **MFC BOD** meeting is scheduled for Mon., May 16, at 6:00 p.m. at the law offices of **Pres. Jim Sims** (225 W. Main, Medford). Members-owners, staff, and the public are welcomed and encouraged to attend; snacks available. The Finance Committee will meet before the May 16 full Board meeting.

Please see below for an Action List and a Motion Synopsis.

Respectfully Submitted,

Debi Boen

Debi Boen

ACTION LIST		
TARGET DATE	ACTION	RESPONSIBLE PARTY
ASAP	write & distribute minutes; begin May agenda; update tracking spreadsheets; update MFC binder; update register, resend “C” and “D” policy survey link; update spreadsheets	Debi
05-16-16	Scheduled monitoring report B1 (Financial Condition)	Anne
05-15-16	Annual meeting must be announced to membership; posted in store	Anne
05-14-16	Todd Wallace retreat @ Medical Eye Center, 1333 E Barnett Rd	All
05-22-16	Annual Meeting	All
05-21-16	Director to store for pre-count of ballots	Fran?

MOTION LIST 04-19-16			
MOTION	1st	2nd	PASS/FAIL
Approve 03-21-16 minutes as submitted	Kellie Hill	Patty Casebolt	Pass
Approve amended 01-18-16 minutes	Kellie Hill	Patty Casebolt	Pass

Approve amended 02-16-16 minutes	Kellie Hill	Patty Casebolt	Pass
Adjourn	Debi Boen	Jim Sims	Pass