

Call to Order

A regular meeting of the Board of Directors of Deep Roots Market Cooperative was held on Monday, November 25, 2019, in the co-op's Community Room. The meeting was called to order at 6:00 pm.

An opening blessing and moment of silence was initiated by Joel Landau and observed by those in attendance.

Attendance

Board Members Present: Joel Landau, Kathleen Donohue, Linda Sullivan, Haley Mills, Hope McLean, Chris Kwong, Sheldon Herman, Stefan Hauke

Board Members Absent: Yvonne Lee-Hawkins

Others in Attendance: Nicole Villano (General Manager), Matt Davis (note taker)

Approval of Minutes

A motion to approve the minutes, as drafted, from the October 28, 2019 meeting was made by Haley Mills and seconded by Linda Sullivan. The motion passed unanimously.

Open Session

Agenda Item 3: Review Action Items and Motions from Last Meeting Joel Landau

- Action Items from the October meeting were reviewed and all items are either completed or in progress.
- Table of Motions was reviewed and approved.

Agenda Item 4: Agenda Review Joel Landau

- The meeting's agenda was reviewed and amended as necessary.

Agenda Item 5: Report from GM on Store Operations/Sales Nicole Villano

- Due to time constraints resulting from the Capital Campaign, Nicole was only asked to provide a condensed report along with the Monthly Sales at a Glance report for this meeting.
- Questions/points of discussion:
 - Sales
 - Holidays/working with new department management
 - Management team planning for next year
 - Capital Campaign updates

Agenda Item 6: Capital Campaign Committee Report..... Linda Sullivan

- Board members reviewed the Capital Campaign update provided in the GM's report.
- Linda will send an updated list of collected funds to board members via email.

Agenda Item 7: Update on CBLD Status for 2020 Nicole Villano

- Nicole is still waiting on a response regarding the CBLD funding proposal.
- This item will be revisited at next month's board meeting.

Agenda Item 8: Create Board Calendar for 2020..... Joel Landau

- This item was postponed for review at next month’s board meeting.

Agenda Item 9: Review of 3rd Quarter Financial Statements..... Joel Landau

- Joel presented the 3rd quarter financial statements to the board.
- The board entered a period of questions and discussion.

Off-Agenda Item: December Board Meeting Joel Landau

- The December board meeting is scheduled for Monday, December 16th due to the Christmas holiday.
- The board agreed to meet for a short business session followed by social time.

A motion to enter executive session was made, and passed unanimously, and the board entered executive session.

Executive Session

Agenda Item 10: GM Evaluation Hope McLean

Agenda Item 11: GM Evaluation Hope McLean

Agenda Item 12: GM Compensation Review Joel Landau

Agenda Item 13: Address Any Other Fiduciary, Personnel, or Other Non-Public Board Issues Joel Landau

Agenda Item 14: Review Action Items Joel Landau

A motion to exit executive session was made, and passed unanimously, and the board exited executive session.

Adjournment

A motion to adjourn this meeting of the Deep Roots Market Board of Directors was made, and passed unanimously, and the meeting was adjourned.