



## **Littleton Consumer Cooperative Society**

Board of Directors

Meeting Minutes: Regular Board Meeting

May 23, 2022

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Meeting convened on Zoom @ 5:00pm

*Directors Present: Wayne Ruggles, Deb Sullivan, Jim Moore, Kirsten Scobie, Matt Whiton, Dani Shaw, Sam Brown, Timothy Healy.*

*Directors Absent: Vanessa Robbins.*

*Staff Members Present: Ed King, Chris Whiton, Brian Labonte, Minnie Cushing, Becky Colpitts.*

*Guests Present: Margaret Gale*

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### **1. Housekeeping & Governance:**

- a) Welcome to our new board members: Sam Brown and Timothy Healy and our returning board member Dani Shaw!
- b) Jim motioned, Deb seconded, and the board unanimously voted to approve the April minutes.
- c) Jim has agreed to continue as Board Treasurer, Vanessa has agreed to continue as Board Secretary. Dani motioned, Matt seconded, and the board unanimously voted to approve the officers to remain as stated above.
- d) Ed went over the B3 (Asset Protection) report. Jim motioned, Timothy seconded, and the board unanimously voted to accept the reports.

### **2) General Manager's Report:**

- a) *Topics:*
  - i) Our refrigeration control panel has been replaced and is fully functional.
  - ii) Insurance claims will be filed this coming week. We have coverage for lost inventory at cost and the control panel.
  - iii) Our new livable wage has been put in place at \$15.12 an hour, and adjustments made to our entire wage scale.
  - iv) April sales and net income were well below budget, I expect the rest of this fiscal year to be a challenge due to wage pressure and the struggling economy.



- v) We had over 900 Members vote in this year's election, a huge increase from about 300 in recent years. The new voting platform was a success.
- vi) I thought the Annual Meeting was a huge success, thank you to those that were able to attend.
- vii) Did anyone attend the Columinate CBLD on Saturday? We welcome your feedback.
- viii) We have an orientation for new Board Members scheduled for Wednesday 5/25 at 6 PM via Zoom. All are welcome.
- ix) We are hosting a Chamber of Commerce Business After Hours Thursday 5/26 at 5:00 in our Cafe.
- x) The Annual Consumer Cooperative Management Association (CCMA) meeting will be June 9th & 10th for anyone that is interested in attending virtually.
- xi) We received a \$30k patronage rebate from NCG this month, \$24k was retained and \$6k was paid out.
- xii) AGNE will be issuing their patronage rebate next month, guidance is positive and we are expecting more than \$50k.
- xiii) Should we join New Hampshire Businesses for Social Responsibility? Annual dues would be \$1,200 for the Coop.
- xiv) COVID-19 transmission is high in Grafton County overall but lower in our region. Our policy remains unchanged at this time.
- xv) We are comparing 401k plans at this time, however we do not expect to change from John Hancock.
- xvi) We are struggling to find someone to replace our window tinting in the sky light area. The design makes it difficult to access safely.
- xvii) The Valley News is reporting on a racial discrimination lawsuit filed in regards to their new GM hiring process.
- xviii) I'm sad to announce the passing of two former employees in the last couple of weeks, Harry Pettis and Ron Roby.
- xix) <https://migrantjustice.net/milk-with-dignity-campaign>  
Something to watch for - future discussion?



### 3) Board Topics:

- a) Deb read the board mission and vision statement.
- b) Wayne read board monitoring policy C4. Reviewed and discussed.
- c) Annual Retreat date has been set to Saturday, September 24th at Copper Cannon Camp. Topics will be voted on- TBD.
- d) Wayne and Ed went over the Dashboard as the education piece this month.
- e) Deb and Becky gave a report on the Annual Meeting. Great job everyone!
- f) Becky gave a report on the Co-op Anniversary. 24 new members- 8 full memberships!

Deb motioned, Kirsten seconded, and the board voted unanimously to adjourn the meeting at 6:30pm.

The next board meeting will be held via Zoom only on **Monday June 20th @ 5:00pm.**

Respectfully submitted by:

A handwritten signature in grey ink, appearing to read "Vanessa Robbins".

Vanessa Robbins

Board Secretary