Littleton Consumer Cooperative Society

Board of Directors Meeting Minutes: Regular Board Meeting

Monday, July 20, 2026

Meeting convened on Zoom and in the AHEAD Conference Room at 5:00 p.m.

Directors Present: Tim Healey, Sam Brown, Molly O'Brien, Bob Goss, Mitra Karimian, Travis Brenchi, Louise Erskine, and Charise Baker.

Directors Absent: N/A

Staff Members Present: Learner Limbach, Chris Whiton, Andy, Brian Labonte, Becky Colpitts, Vanessa Robbins, and Kaitlyn Aldrich-Holmes.

- **Minutes Approval:** Molly motioned to approve the June minutes; Mitra seconded the motion. The board voted unanimously to approve the June minutes as presented.
- **Board Policy Monitoring:** Mitra presented board monitoring policy C8: Government Investment. The policy was reviewed and it was discussed that we are in compliance.
- **B-Report:** The A-Ends report will be discussed at the next board meeting.
- **CEO Report:** Learner provided updates on
    - a) **Financials:** May net income was $57,000 ($87k over budget), driven by employee benefits running $20k under budget and a $30k bonus accrual reversal due to moving to a profit-sharing model.
    - b) **Refrigeration Upgrade:** Switching to Turner Refrigeration could eliminate the need for a new rack room, potentially saving significant money and moving the project timeline up to summer 2027. Preliminary costs are estimated at $2 million or more.
    - c) **Offsite Expansion:** The lease documents have been approved by the attorney. Following inspections, LFC could potentially take occupancy on August 1st if the Board gives final approval.
- **New Auditors:** Molly motioned; Travis seconded the motion. The Board voted unanimously to approve Wegner as new LFC auditors.
- **Filling Deb's Seat (1 year position):** Molly motioned; Travis seconded the motion. The Board voted unanimously to approve Charise Baker taking over Deb's last remaining year starting October 1.
- **Event Planning:** Becky reviewed the upcoming July/August Event Calendar. She will be using the shopper survey to create community stakeholder and member engagement activities.

- **Clifton Strengths Discussion:** Discussion regarding Clifton Strengths scheduled for the next meeting. Maybe??
- **Annual Meeting:** Scheduled for October 14, 2026, from 6:00 p.m. to 8:00 p.m. Location to be decided once board members look over the comparison sheet.
- **Election Timeline:** Candidate applications open September 17 through October 3. Election dates are October 3 through October 17. The Board should be actively recruiting candidates from now until then.

Action Items	
Assignee	Item
Learner	☑ ~~Follow up with Wegner to confirm the new auditor engagement and inform Gallagher Flynn of the decision, expressing appreciation for their service.~~ ☑ ~~Schedule a meeting with NCG's business expansion services for this Wednesday to discuss off-site expansion.~~ ☑ ~~Regroup with contractors (e.g., HP Cummings) to reassess the needs list for the off-site expansion, considering the potential elimination of the rack room.~~ ☑ ~~Work with Turner Refrigeration to plan and schedule the repair of the refrigerant leak.~~ ☐ Finalize and send out the tailored messaging to partial members regarding the membership and discount changes. ☐ Meet with NCG in August to discuss the common product hierarchy implementation.
Charise/Molly	☐ Edit election dates in policy C-9.
Molly	☐ Draft Community Conduct Agreement for board meetings (from June meeting). ☑ ~~Coordinate election meeting~~
Whole Board	☑ ~~Review and provide feedback on the annual meeting location options presented by Vanessa and cast your vote~~ ☐ Consider reviewing and potentially rewriting Article 2 of the bylaws regarding membership (partial/whole) ☐ Recruit board candidates

Action Items

Assignee	Item
Vanessa	☑ ~~Send out the annual meeting location comparison spreadsheet to the board for feedback.~~ ☑ ~~Coordinate with Tim, Louise, and Littleton (speakers for the annual meeting agenda) and materials.~~
Travis/Mitra	☐ Let Molly know your intentions for running in the next election

Travis motioned to adjourn; Louise seconded the motion. The board voted unanimously to adjourn the meeting at 6:30 p.m.

The next board meeting will be held on Zoom on Monday, August 17, 2026, at 5:00 p.m.

Littleton Food Co-op is inviting you to a scheduled Zoom meeting.

Join Zoom Meeting

https://us06web.zoom.us/j/89278111593?pwd=uWK4RrNOqaU2xnFIGIJVwrkmkOo44q.1

Meeting chat link

https://us06web.zoom.us/launch/jc/89278111593

Meeting ID: 892 7811 1593

Passcode: 03561

One tap mobile

+13126266799,,89278111593#,,,,*03561# US (Chicago)

+16465588656,,89278111593#,,,,*03561# US (New York)

Respectfully submitted by:

Vanessa Robbins

Board Administrator

Minutes approved by:

Tim Healey

Board President