



## **Littleton Consumer Cooperative Society**

Board of Directors

Meeting Minutes: Regular Board Meeting

February 17th, 2025

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Meeting convened on Zoom at 5:05 pm

*Directors Present: Deb Sullivan, Sam Brown, Molly O'Brien, Charise Baker, Dani Shaw, Tim Healey, Bob Goss, Vanessa Robbins, Dani Shaw*

*Directors Absent: Mitra Karimian*

*Staff Members Present: Ed King, Becky Colpitts, Chris Whiton, Ashley Wallingford, Anastasia Maher, Minnie Cushing, Annie Stuart*

*Guests: Louise Erksine, Travis Brenchi, Angelia*

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

- a) Bob motioned, Sam seconded, and the board unanimously voted to approve the January Meeting Minutes..
- b) Deb motioned, Bob seconded, and the board unanimously voted to approve Charise Baker taking the seat of Jim White for the remainder of his term.
- c) We will hold off until March for a vote on a self funded Market Match in response to the new caps on the program.
- d) Ed went over the B1 (Financial Condition and Activity) Report. Vanessa motioned, Bob seconded, and the board unanimously voted to approve the report as given.

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

- a) *Financial update:*
  - i) We had strong sales in January, up 11% in January and up 10% so far in February.
- b) *Other Topics:*
  - i) We did have a soft day on Sunday because of the storm, and we decided to close at 5:00 so people could get home safely.
  - ii) Our HR Manager is taking the Month of February off to recharge, Madison is filling during her absence.



- iii) We have put a \$5 cap in place for our Market Match program at the direction of the Food Bank which funds the program. Funding from the USDA had been frozen and future funding is in doubt.
- iv) Chris and I attended a conference call with Senator Shaheen's office along with about 50 others, mostly farmers, to discuss the impact of the funding freeze.
- v) I also did interviews with the Caledonia Record and the Globe to bring attention to the impact that the new administration's policies are having.
- vi) We're considering the possibility of self funding the difference or at least raising the cap and self funding that expense. The Hanover Coop is operating without a cap for now. This could cost up to \$40-\$50k annually depending how it was structured.
- vii) The hope is that the federal funding would be restored at some point, but the Food Bank expects the cap to be in place for all of 2025.
- viii) We could also explore alternative funding of the program to cover the expense instead of self funding.
- ix) The NH Food Bank has issued an FAQ to explain the program changes in more detail and that is included in the Board Packet.
- x) The impacts of the USDA funding freeze are far reaching and are having major effects on farmers throughout the Region, State and Nation.
- xi) Our new air curtains have been installed and are functioning properly.
- xii) We have a new oven and fryer in the Deli to help expand our prepared foods offerings.
- xiii) Becky, Molly and I attended the NC Food & Ag Council Summit last Saturday. I think it was a great networking event.
- xiv) The NFCA Annual Meeting is March 15th in Greenfield Mass. if anyone is interested in attending. This organization is at a crossroads and many Coops are ending or reducing their support. The AM is still a worthwhile networking event.
- xv) We seem to have avoided the immediate threat of tariffs. That said this could change at any time depending upon the mood of the administration.
- xvi) The B1 Report is in the drive. I reviewed Q4 and year end reports at the January meeting.



### 3) Board Topics:

- a) Molly read the board mission and vision statement.
- b) Dani and Vanessa read the C4 (Board Meetings) board compliance topic. Reviewed and discussed.
- c) Sam gave a treasurer's report as well as the board budget.
- d) Deb gave an update on the GM Evaluation process. The committee will meet using Ed's revision of the current evaluation.
- e) Deb gave the Nomination Committee update of meeting with Marketing for a timeline plan. We currently have 2 official candidates, and are waiting on 2 more interested candidates.
- f) Molly/Charise gave the GMSC update and will continue to do so at each meeting.
- g) Vanessa and Anastasia gave an Annual Meeting update and the committee will meet again later this week.
- h) CCMA will be happening in Duluth, Minn. May 29-31

### 4) Tasks discussed:

- a) Bob presented upcoming Community Events:
  - 2/22- member appreciation day. 2-4pm open mic
  - March partner of the month- Theatre Up Refer to LCF website for more events listed

Bob motioned, Tim seconded, and the board voted unanimously to adjourn the meeting at 6:23 pm.

Our next regular board meeting will be on Monday, March 17th at 5:00pm on Zoom.

Respectfully submitted by:

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

Vanessa Robbins  
Board Secretary