



## **Littleton Consumer Cooperative Society**

Board of Directors

Meeting Minutes: Regular Board Meeting

July 22nd, 2024

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Meeting convened on Zoom at 5:04pm

*Directors Present: Deb Sullivan, Sam Brown, Molly O'Brien, Bob Goss, Vanessa Robbins,*

*Directors Absent: Jim White, Mitra Karimian, Dani Shaw, Tim Healey*

*Staff Members Present: Ed King, Ashley Wallingford, Brian Labonte, Chris Whiton, Anastasia Maher.*

*Guests: None*

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

- a) Bob motioned, Sam seconded, and the board unanimously voted to approve the June Meeting Minutes and July Agenda without changes.
- b) Ed went over the B1 Report. Vanessa motioned, Molly seconded, and the board unanimously voted to approve the report as given.

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

*a) Financial update:*

- i) Ed went over the B1 - Q2 financials report.

*b) Other Topics:*

- i) We've begun accepting donations to support local farms damaged in the recent storms. We've received a few requests so far and we intend to collect donations until August 3rd.
- ii) I'd like to have an ad hoc committee meeting August 5th at 4:00 to help decide how to distribute those donations, anyone interested?
- iii) There is a volunteer work day scheduled at Joe's Brook Farm Wednesday July 24th from 1-4:00, we'll pay employees interested in attending.
- iv) The week of July 4th was our 3rd biggest week ever. We had records in Produce, Prepared Foods and Beer. We also had a record customer count hitting 8,000 for the first time.



- v) We have the opportunity to buy some CDFA state tax credits from The Colonial Theatre. I propose that we spend \$10,000 to purchase \$7,500 worth of those tax credits.
- vi) Our Member's Choice Awards have started, be sure to vote online for your favorite local products.
- vii) I have been sitting in on meetings between Caledonia, NCG and potential architects. They are close to both applying to join NCG and selecting an Architect.
- viii) CFC elected new Board Members and have a new President and Treasurer in place, if you're interested in reaching out to your peers.
- ix) The warm and humid July weather has triggered some chronic refrigeration problems throughout the store. We're dealing with them as they pop up.
- x) We recently installed a Bicycle Repair Station next to the Pavillion bike rack. This was initiated by a Bike Friendly Business Association that we have joined.
- xi) I have reached out to Copper Cannon Camp to reserve their building for our Board Retreat on September 21st. They have a conflict but the 14th & 28th are available. We could also change venues.
- xii) We had an excellent turnout for the Chamber Players event on Thursday. Great Music with tasty wine & cheese samples made for a successful event.
- xiii) We have our Annual Veterans Event scheduled for 7/23 from 11-2:00.
- xiv) Our always popular Brewfest will be in our Cafe Saturday 7/27 11:30-4:00.
- xv) Becky will be chaperoning our Farm Tour on 8/21. Details to follow.
- xvi) I've started the 2025 budget, it will be a 53 week year and we're expecting sales to exceed the \$20 million mark.
- xvii) Our Insurance Company TRG will be presenting at our August Board Meeting to review their self insurance options. We'll provide materials prior to the meeting.
- xviii) The NH Farm to School Pilot Program Bill was signed into law recently, we hope to encourage some local participation.
- xix) I placed a copy of the NCG Board Bulletin in the Packet. Morrisville, Vt & Wolfeboro, NH are new members to NCG.
- xx) I am putting a B1 report for Q2 in the drive but will likely add or adjust numbers as they are finalized.



### 3) Board Topics:

- a) Molly read the board mission and vision statement.
- b) Bob read the C8 (Governance Investment) board compliance topic. Reviewed and discussed.
- c) Molly gave an education piece on international co-op day..
- d) Sam gave a treasurer's report.
- e) Molly and Bob attended the Columinate 101 meeting.
- f) Ed went over the storm relief efforts by the Co-op. A committee needs to be formed to decide how these funds are distributed.

### 4) Tasks discussed:

- a) Becky's Community Events:
  - July 23rd- 11am-2pm Veterans cookout in the café. Veterans will receive 10% off their groceries that day.
  - July 21st - 11:30am-4pm Brewfest
  - July 30th - Solar workshop - technical assistance for small businesses and farmers.
  - August 6th- Seed saving workshop
  - August 14th POM deadline
  - August is New Hampshire Eat local month (August 10th- celebration)
  - August 17th Noco Pride is coming to the co-op for community mural creation.
  - August 21st is the farm tour- 2 farms will be visiting Zhang Farm in Saint J.
- b) Retreat date 9/21. Location. Debs Home 27 Lehan Rd ,Bethlehem. Topic : GM transition as he plans for retirement. Let Deb know if you'd like to volunteer for the Retreat set up.
- c) Let Ed know if you would like to join the committee to decide how to distribute storm relief funds.
- d) Our Ends meeting will take place soon. TBD

Sam motioned, Vanessa seconded, and the board voted unanimously to adjourn the meeting at 6:18 pm.

The next regular meeting will be on zoom on Monday, August 19th at 5:00pm.

Respectfully submitted by:



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

Vanessa Robbins  
Board Secretary