



## **Littleton Consumer Cooperative Society**

Board of Directors

Meeting Minutes: Regular Board Meeting

June 17th, 2024

---

Meeting convened on Zoom at 5:00pm

*Directors Present: Deb Sullivan, Sam Brown, Molly O'Brien, Mitra Karimian, Dani Shaw, Tim Healey, Bob Goss,*

*Directors Absent: Vanessa Robbins, Jim White*

*Staff Members Present: Ed King, Chris Whiton, Anastasia Maher.*

*Guests:*

---

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

- a) Bob motioned, Tim seconded, and the board unanimously voted to approve the May Meeting Minutes and June Agenda without changes.
- b) Ed went over the B- Ends Report. Tim motioned, Bob seconded, and the board unanimously voted to approve the report as given.
- c) Molly motioned, Bob seconded, and the board unanimously voted to approve board compensation as presented in the board drive.

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

a) *Financial update:*

i)

b) *Other Topics:*

- i) Deb, Becky and I attended CCMA earlier this month. There were some great workshops that we learned from and can apply to our Coop. Deb introduced Becky, who gave a heartfelt acceptance speech for her award.
- ii) I attended the Grafton County Development Corps. Annual meeting today. We reviewed our Micro Loan Fund and Grant money for Childcare.
- iii) We had a positive meeting with the NH Ag Finance Committee last week. The NH Ag Commissioner was in attendance and listened to my issues.
- iv) We held two successful all staff meetings last week, thank you to the Board Members who attended.



- v) Some of us attended the Caledonia Annual Meeting last week. They have a newly constituted BOD and we shared an initial layout for their store.
- vi) Our tax returns have been completed by Gallagher Flynn, there is a copy in our Board Drive if anyone wants to review them.
- vii) We held a Finance Committee Meeting as well last week (an overview is in the packet). I reviewed our projected growth and future capital projects.
- viii) Our Equal Exchange Rep visited the store this past weekend. We continue to increase our business with them as they expand their product line.
- ix) I will be attending the AGNE annual Meeting on Tuesday. We'll receive our Patronage Check and an update on their (our) Business. We have \$219,000 invested in AGNE.
- x) On Wednesday I'll be attending an NCG Members Advisory Committee meeting via zoom. My term ends in September 2025.
- xi) We'll be conducting a store inventory on June 22nd.
- xii) Caledonia Food Coop will be hosting a Strawberry Festival on June 22nd from 10-2:00 at their building on Railroad Street.
- xiii) The North Country Chamber Players will be performing at the Coop on July 18th. Stay tuned for details.
- xiv) Clean Energy NH will be hosting a REAP Solar Presentation for Businesses July 30th at the Coop. They are also helping with our Solar Grant application.
- xv) I'm still working on my "Ends Report" and hope to post it to the drive on Sunday Afternoon.

### 3) Board Topics:

- a) Bob read the board mission and vision statement.
- b) Deb and Molly read the C7 (Board Committee Principles) board compliance topic. Reviewed and discussed.
- c) Bob gave an education piece on Co-op Principle #5
- d) Dani gave an update on the DEI committee.
- e) Deb/Ed/Becky gave a re-cap of CCMA.
- f) Sam gave a Treasurer's report.
- g) Deb/Sam discussed board compensation.
- h) Ed discussed that the customer Code of Conduct will be revamped.



- i) Becky presented CFC AM feedback.
- j) There will be a party for Becky's award at Deb's house on Friday, June 21st. Please RSVP.

**4) Tasks discussed:**

- a) Becky's Community Events:
  - July 6th is international day of cooperatives- Local co-ops gather. Also artist reception for Patricia Case. Who's going to be our July and August artist
  - July 19th - Chamber Players at The Co-op Cafe
  - July 23rd- Veterans cookout. Veterans will receive 10% off their groceries that day.
  - August is New Hampshire East local month
  - August 17, th Noco is coming to the co-OP for community mural creation.
  - 21st is the farm tour- 3 farms will be visiting Joe's Brook Farm, Zhang Farm in Saint J.( 3?)
- b) All board members- email Annie if you'd like to contribute to The Radish:  
astuart@littletoncoop.org
- c) Sign up for standing committees using the spreadsheet in the drive.
- d) Update your board contact info! Document is in the drive.
- e) Retreat date and theme TBD. Thinking about 9/21. Ed recommended looking at our GM transition as he plans for retirement.
- f) Columinate 101 on July 20 On-line Keene in person October 19.

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

The next regular meeting will be in person at the Co-op on Monday, July 22nd at 5:00pm.

Respectfully submitted by:

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

Vanessa Robbins

Board Secretary