



Littleton Consumer Cooperative Society

Board of Directors

Meeting Minutes: Regular Board Meeting

March 17th, 2025

Meeting convened on Zoom at 5:05 pm. Vanessa completed roll call:

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, Ashley Wallingford, Minnie Cushing

Guests: Louise Erksine, Travis Brenchi, Angelia

1. Housekeeping & Governance:

- a) Tim motioned, Sam seconded, and the board unanimously voted to approve the March Meeting Minutes.
- b) Deb motioned, Vanessa seconded, and the board unanimously voted to approve the 2025 Board Candidate slate as follows: Louise Erskine, Travis Brenchi, Tim Healy, Sam Brown.
- c) Ed went over the B9 (Financial Condition and Activity) Report. Tim motioned, Dani seconded, and the board unanimously voted to approve the report as given.

2) General Manager's Report:

a) Financial update:

- i) February sales were \$10k over budget, just under a 5% increase over last year. March is starting off at just above 5% growth.

b) Other Topics:

We are exploring a new metric at the recommendation of our Auditor. Sales growth minus food inflation. This should give us a more accurate measure of our growth.

Net income in January was \$55k, \$56k above our budget. We expect February to be much closer to budget.

We'll be using the same performance based worksheet this year for bonuses, and a couple of positions have been added to that list.



We'll be raising our base pay to \$18 an hour, and our starting wage will remain \$1 lower at \$17 an hour for the first 3-6 months. We'll be paying a merit raise this year with a range of 15¢ up to 44¢ an hour depending on performance and pay level.

The Market Match program is back to normal for the time being. Long term funding looks problematic in the current Congress.

Senator Shaheen will be visiting the Coop on Wednesday for a round table with local farmers and a couple of Food Pantry workers. Shaheen's office wanted to limit the number of attendees to 10 people.

Easter is 3 weeks later this year, moving extra sales from March to April. This will impact both March and Q1 numbers slightly.

A group of us attended the NFCA annual meeting on Saturday. Congressman McGovern was very good as the keynote and he talked about the importance of Advocacy by Coops.

We'll be replacing one of our broken EV Car Chargers with a dual port model by the end of the month. If it works out we'll replace the other one giving us capacity for 4 cars.

Caledonia Food Coop is exploring some NMTC financing and we're providing them a little guidance on that process. If this works out it could be a big part of their financing.

Chris Whiton is officially the Designated Representative to NCG and will be attending the Spring and Fall meetings this year.

We're likely renewing our business insurance with Selective / Assurance for the coming year. Checking with one other broker they stated that we had a comprehensive and well priced plan in place and declined to offer a bid.

I have included in the drive an initial agenda for the Gabby Davies training in Burlington May 24th. Please let me know ASAP if you're interested in attending.

WGSB, our primary business bank and lender, will be merging with Bar Harbor Bankshares. We've had a conversation with our primary contact and don't expect any changes in our current business relationship.



3) Board Topics:

- a) Charise read the board mission and vision statement.
- b) Charise and Dani 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 the Nomination Committee update.
- e) Molly/Charise gave the GMSC update and will continue to do so at each meeting.
- f) Vanessa gave an Annual Meeting update and the committee will meet again once before doing a runthrough at the April Audit meeting.
- g) CCMA will be happening in Duluth, Minn. May 29-31

4) Tasks discussed:

- a) Bob presented upcoming Community Events:
 - March 22- Members Appreciation Day; Bear Maple Farm free sampling 12-3; Open mic at the co-op 2-4
 - March 30- Book release with local author Carlene Gadapee- 1-2 pm
 - April 5- Senior discount day; Co-op cooking with Matt (pasta making) 11:30-12:30
 - April 10- Farm panel talk in partnership with Ammonoosuc Conservation Trust 5:30-6:30pm
 - April 12- Member appreciation day; Meet & greet the Artist in the cafe- Brenna Nicely 1-3pm
 - April 16- Intergenerational Climate Conversation Event from 12:25- 1:15 pm @ Heritage Hall, Plymouth State University;
 - April 17- Spring cheese pairing with Catherine from 4-5pm in the cafe;
 - April 26- Meet the Board candidates from 1-3pm in the cafe

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, April 21st at 4:00pm at the AHEAD Conference Center for our Audit and Annual Meeting runthrough.

Respectfully submitted by:

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



Vanessa Robbins
Board Secretary