



## **Littleton Consumer Cooperative Society**

Board of Directors

Meeting Minutes: Regular Board Meeting

October 21st, 2024

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Meeting convened on Zoom at 5:04 pm

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

*Directors Absent: N/A*

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

*Guests: Carol Freidian*

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

- a) Tim motioned, Sam seconded, and the board unanimously voted to approve the August Meeting Minutes and October Agenda without changes.
- b) Ed went over the B6 (Staff Treatment and Compensation), B2 (Planning and Financial Budgeting) Report. Molly motioned, Sam seconded, and the board unanimously voted to approve the reports as given.

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

*a) Financial update:*

- i) This fall's sales have been strong and above our budget overall.
- ii) There is a B1 report in the Board Drive this month but it does not reflect the total Q3 net income, those numbers will be posted shortly.

*b) Other Topics:*

- i) Governor Sununu issued a Proclamation in support of National Coop Month, there should be an article in this week's Courier.
- ii) We had a Workman's Comp inspection today with no issues. Our premiums dropped for the coming year because of our excellent safety record.
- iii) The Patronage Rebates are in the System and you should have received a notification.
- iv) We're in the middle of a Member Discount Week, through Thursday.



- v) Deb received a new proposal from GFC that covers the next 3 years. Minnie and I would support a continued relationship with GFC. (vote)
- vi) Since there was no objection we renewed our engagement with Columinate for next year.
- vii) We recently had new receiving and Produce doors installed that are a big improvement over the old ones.
- viii) We donated \$5,000 to the CDF Relief Fund to help Coops recover from the recent hurricanes. There was a \$5,000 match.
- ix) There is an outline of the 2025 Coop budget in the Board Drive that captures the major elements. A draft will be available soon.
- x) The Farmers that benefited from our fundraising efforts sent along their sincere Thank Yous.
- xi) Caledonia has hired a Project Manager, Chris Gilbert formerly of the Concord Food Coop, which has reduced my involvement.
- xii) We'll be supporting an NCG Promo to Benefit NATIFS (North American Traditional Indigenous Food Systems) when shoppers buy Field Day Products this November.
- xiii) Members can donate their Patronage to the Coop's Community Fund, and it's also our POM in October.
- xiv) We hope to donate 600 Thanksgiving Food Boxes to area Pantries in November.
- xv) I spent some time this morning talking with Michael Healy about updating the GM Evaluation process.
- xvi) Because of a possible delay in the town's Sidewalk Improvement Project we're delaying a possible Solar Array Expansion for at least a year.
- xvii) NH Food & Ag Strategic Plan "Grocery Stores & Food Coops" is something I worked on with the NH Food Alliance, there is a draft in the Board Drive.



### 3) Board Topics:

- a) Vanessa read the board mission and vision statement.
- b) Deb read the D2 (Board-Management Relationships) board compliance topic. Reviewed and discussed.
- c) Vanessa gave an education piece on Co-ops in Urban Food Deserts.
- d) Sam gave a treasurer's report.
- e) Board retreat recap and GM Search next steps discussed.
- f) Ed presented a letter to the board.
- g) GM Eval revision meeting TBD.
- h)

### 4) Tasks discussed:

- a) Bob presented upcoming Community Events:
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- b)

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

Our next regular board meeting will be on Monday, November 11th at 5:00pm on Zoom.

Respectfully submitted by:

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

Vanessa Robbins  
Board Secretary