

Fairbanks Co-op Market and Deli



Co-op Board Meeting Minutes

May 16th, 2022 6:00 pm - 8:00 pm

Member Attendance

Name	Attendance	Notes
Amber Quesenberry	Present (Remote)	
Anduin McElroy	Present (Remote)	
Art Gelvin	Present (Remote)	
Brian Kassof	Present (Remote)	
Briana Walters	Present (Remote)	
Hilary Shook	Present (Remote)	
Patrice Lee	Present (Remote)	
Richard Seifert	Present (Remote)	

Guest Attendance

Name	Attendance	Notes
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1. Welcome

a. Check-in with Board Members

Quick round table to check in with everyone.

Meeting Started at 6:06 pm

b. Read Mission Statement

Fairbanks Community Cooperative Market works for health and sustainability by providing healthful foods and products, promoting local suppliers, and offering consumer education in an open, community-centered environment, through a viable business.

2. Approve Agenda

Board Action/Outcome: Board Approval

Decision | Agenda Approved

3. Owner Time

Board Action/Outcome : Listen

No owner present

4. Approve Minutes

Board Action/Outcome: Approve

a. Approve March Minutes

Decision | Approved March Minutes

b. Approve April Minutes

Decision | Approve April Minutes

5. Review Action Items

6. GM Reporting

Board Action/Outcome: Listen

a. FYI Report

Sales Growth: -9% as compared to April 2021

Average # of Transactions: 279

Average Basket size: \$41.47

Owner Sales: 76% **Non-member Sales:** 24%

Owner Count on April 30, 2022: 4,963

April Lend a Hand Donations: Green Star of Interior Alaska = \$2,588.24

- American Fast Freight is increasing their fuel surcharge by 3 percentage points from 37% to 40% for Alaska services effective Sunday May 22,2022.
- Expiration dates continue to be a challenge, our freight take 7+ days to arrive. We are working with UNFI to pick/fulfill our orders separately or change our delivery dates to ensure longer shelf life.
- Margin Work – This is a very important project; center store price updates took place last week and we will continue to scan prices 3 times per week. Price comparisons are being done with every item, at the time invoices arrive and during price checks.

7. Break

8. Committee Reports

a. Board Development

- We had a big couple of months with the elections and retreat.
- Feedback was provided for the retreat. The timing of the spring was nice, having the access to the Food Bank Clubhouse was nice, having the retreat close to the election where we can integrate new board members with the current board members/

Decision | Moved to postpone the term selections to be reported in the June meeting.

Task | Pull straws for term limits for new/re-elected board members

Anduin McElroy
20 Jun 2022

b. Executive

- Discussion involved about being contacted by Mary Christensen to discuss opportunities for assistance of a development of a co-op in Kodiak. Also suggested that we reach out Andrew Crow at UAF that could help us with grant opportunities for education and training for the co-op.

c. Finance/Audit

- Discussion involved with the repayment plan for owner loans. There are a number of loans coming due, looking to contact the owners and asking them to try to negotiate a repayment plan for the larger loans. So far most are accepting the payment plans and willing to work with us to ease the loan payments.
- Planning for lease negotiation committee was conducted. Commitments and suggested members of the lease negotiation committee and establish membership. Suggested members are: Rich Seifert, Brian Kassof, Patrice Lee. Rob Leach.
- The lease needs to be ready for submission and approval by late August. Copies of previous lease will be given to members for review.
- Amber Hernandez has been requested to give some necessary supporting data to the committee on fuel and utility costs and any other financial data which can be used to justify some of our negotiation options. She has generously offered to do so and help the committee with those requests.
- There was discussion of additional possible activity regarding the rebuilding and redesign of Lacey Street. No resolve was made on this issue, as much of what is happening is not known. The Lacey Street changes may affect our store and the lease, we need to stay on top of the work and efforts.

d. Board Governance

No Report

e. Outreach and Planning

- Due to the ordering issues for the Truckload Sale that the change of plans to have a 'Meet Your Farmer' event went well. Sales went extremely well. Observations made of the vendors showed that they are a tight knit group and knew each other well. Having more events like this should be done in the future.
- Seedling Swap is on June 4th, the schedule is set 10am - 12pm. Need 2 - 3 board members to volunteer.
- Breadline and Stone Soup, will be working with Calypso Farm and the Folk School, to rebuild the garden boxes in the lot next door, and then planting the boxes on June 4th.
- Discussed tabling opportunities coming, such as the NAACP Juneteenth celebration, where these can turn into membership drives to increase the number of owners.

Task | Check with Amber H. about the possibility of the board to sign up people as owners
Amber Quesenberry
20 Jun 2022

9. Board Discussions

a. Quarterly in-depth meetings

Suggest having two additional longer working meetings to work with the GM to have more in-depth meeting. This would start with the Dennis' visit on Saturday June 10th.

b. Schedule with Dennis

Arrives into Fairbanks on June 10th and leaves on the 12th.

c. Move back to in person meetings (or just the quarterly meetings)

Will be continuing to hold meetings via Zoom for the time being. In-person meetings will happen on a quarterly basis.

d. Voting of Officers

1. Chair - Hilary Shook
2. Vice Chair - Anduin McElroy
3. Secretary - Art Gelvin
4. Treasurer - Brian Kassof

Decision | Approved Officer Selection

10. Closing

Meeting closed at 8:16pm

a. Review Discussions, Tasks and Assignments

Task | Board Development Committee is to work with people for committee selections
Anduin McElroy
20 Jun 2022

b. Preview next meeting topics

i. Confirm next board meeting date: June 20, 2022

ii. Important Dates

June 4th - Seedling Swap
Juneteenth - June 19th

iii. Absences next month?

Brian will be out of state and unable to join.