

OLD CREAMERY COOPERATIVE
MEETING OF THE BOARD OF DIRECTORS

Via Zoom, 6:30pm - 7:45, Tuesday June 21, 2022

Present: Steve, Jesse, Amy, Seva, Katy, Marty, Lloyd, Paul, Marty, Sadie

AGENDA

Member/Staff Comment, Review/Approved Minutes - Executive session comments to be removed

A number was assigned to each person present by the chairman and each will be contacted about a specific presentation and the Board retreat.

GM Report

Update on the Matching Campaign -- Campaign is underway.

Post going every single day. Starting the weeks with generic links. Initiatives each week. The first three days and the last three days are when most donations are expected. 7/22 the campaign ends. Email going out to all members this Friday. People are encouraged to share OCC facebook page postings of the campaign. Also people are encouraged to send out personal messages endorsing the campaign. Board needs to get organized with the outreach.

Monitoring Report

R7 – Communication to the Board from GM -- Board approves of GM's compliance using the decision tree.

R8 – Board Logistical Support -- Board approves of GM's compliance using the decision tree.

R9 – Emergency Management -- Board approves of GM's compliance using the decision tree.

GM's FYI Report -- Highlights:

- working on new scheduling and payroll system aimed at streamlining the workload;
- pricing updated, with advertising indicating quality of the product;
- margins are being reviewed and corrected;
- budget to actuals -- back half of the year's budget will be based on last year's sales.

22 FY OCC BUDGET TO ACTUALS 05.xls

22 FY OCC BUDGET TO ACTUALS YTD 05.xls

Finance Committee --

Monthly Report -- We will have a new budget for the retreat to have substantive discussion.

There was a meeting w Dee Dice from the CDC offered to connect us with resources for refinancing MOLO's. Will be consulting with Franklin County CDC. The Hilltown CDC is working on what can be allocated to the Creamery.

Planning for the retreat July 23rd 3- 6PM

Location. We will use the Pavilion unless rain is predicted, in which case we will switch to the Parish House

Brief overview of the agenda for the retreat. Overarching theme is how to bring the member ownership into play in regard to voluntary labor and sense of ownership.

New Chairman has been registered with the bank and with the Secretary of State.

Board Monitoring Report: G5 – JUNE: G1 – Governing Style (see below) Important to keep awareness of boundaries between Board and Staff responsibilities. Openness and need to have all Board members involved in communications.

Exec Session

POLICY CATEGORY: Governance Process POLICY TITLE: G1 – Governing Style

The board shall govern in a way that (1) emphasizes future vision, (2) emphasizes initiative and strategic leadership rather than operational detail, (3) clearly distinguishes between board and management roles, and (4) deliberates in many voices but governs in one voice.

Accordingly:

G1.1 The board shall direct the Co-op through careful establishment of written policies reflecting the board's values about Ends to be achieved and means to be avoided, with a focus on intended long-term effects.

G1.2 The board shall cultivate a sense of group responsibility for excellence in government, enforcing upon itself whatever discipline is needed in matters such as attendance, preparation, policy-making principles, and respect of roles. The board shall not allow a director or committee to hinder the fulfillment of board commitments or policies.

G1.3 The board shall monitor and discuss the board's process and performance regularly, and shall compare board activity and discipline with board policies on Governance Process (G1-8) and Relationship of Board and General Manager (M1-4).

The board shall annually review the extent to which this policy has been achieved, with the general manager, as appropriate.