



SEVANANDA NATURAL FOOD
REGULAR BOARD MEETING
Tuesday February 16th, 2021

Board Members Present: Wanique Shabazz, Adama Alaji, Mason West, Jerilyn Bell, Melissa Fortune, Pearletta Graves, Tracy Dornelly, Jessica McMorris, Jasmine Simone.

New Board Members Present: Jessica Rocker, Stanton Winston and Janelle Rackley.

Board Members Absent: None.

Non-Board: Cheranna Dottin (Board Admin) and Ahzjah Simons (Cooperative Director/ General Manager)

Due to COVID-19 and social distancing order the Board decided to meet this month via ZOOM conference video call.

BUSINESS: Board President Wanique Shabazz called meeting to order at 7:34PM. Quorum was met.

Wanique volunteers to be the cue taker and Jasmine Simone to be the timekeeper.

Approval of the Agenda

The Board uses the allotted time reviewing the February 2021 agenda adjusting where necessary.

Jessica McMorris motions to approve the February 2021 regular meeting agenda as submitted.

2ND: Jasmine Simone.

Votes Taken:

Adama Alaji-Yes.

Jerilyn Bell-Yes.

Jasmine Simone-Yes.

Jessica McMorris-Yes.

Mason West-Yes.

Melissa Fortune-Yes.

Pearletta Graves- Yes.

Tracy Dornelly-Yes.

Wanique Shabazz-Yes.

Jessica Rocker-Abstained.
Stanton Winston-Abstained.
Janelle Rackley-Abstained.

-Motion carried.

Approval of Minutes

The January 2021 minutes were submitted via email to the Board for review.

Jasmine Simone motions to approve the January 2021 minutes.

2nd: Pearletta Graves

Votes Taken:

Jerilyn Bell-Yes.

Jasmine Simone-Yes.

Mason West-Yes.

Melissa Fortune-Yes.

Pearletta Graves- Yes.

Tracy Dornelly-Yes.

Wanique Shabazz-Yes.

Adama Alaji-Abstained.

Jessica McMorris- Abstained.

Jessica Rocker-Abstained.

Stanton Winston-Abstained.

Janelle Rackley-Abstained.

-Motion carried.

GM/ Ops monitoring report

By Ahzjah Simone.

For the month of February 2021, the GM Monitoring Report is based on

Policy III-9 Emergency Succession & III-6 Financial Conditions.

Policy III-9 Emergency Succession

“The GM shall not fail to protect the cooperative from sudden loss of GM services.”

In the event that the current General Manager is unable to fulfill his/her duties the following plan will be executed. Executive authority will transfer to the following personnel for a period of 30-90 days and continue until the GM hiring process is complete. To be determined by personnel and Board executive committee, Brian Jackson,

Edmund Richards, Michelle Taber and Bleu Walker. Two-tiered personnel to provide leadership in the event these four are unable to serve will be Keene Shipmon, Demitri Lefever, and Ano Dennis. Once the team is complete, they will meet with Board to set expectations. The team will report a scope plan to the Board.

Q&A

Jessica M: Where is this succession plan made accessible to staff.

A: This information is with the Board and is with the persons named on the IGM team.

Policy III-6 Financial Conditions.

“With respects to the actual, ongoing financial conditions and activities, the General Manager must not cause or allow the Cooperative to be unprepared for future opportunities, the development of fiscal jeopardy, or key operational indicators to be below average for our industry.

Accounting Manager gives a thorough report on Sevananda’s financial conditions based on Policy III-6.

Physical report submitted.

Jessica McMorris motion to approve the February GM monitoring report as submitted with an action plan with action steps for “in process” items.

2nd: Jasmine Simone

Votes Taken:

Jerilyn Bell-Yes.

Jasmine Simone-Yes.

Mason West-Yes.

Melissa Fortune-Yes.

Pearletta Graves- Yes.

Tracy Dornelly-Yes.

Wanique Shabazz-Yes.

Adama Alaji-Yes.

Jessica McMorris- Yes.

Jessica Rocker-Abstained.

Stanton Winston-Abstained.

Janelle Rackley-Abstained.

-Motion carried.

Old Business

Draft Annual Board Agenda (*tabled from January 2021 meeting*)

Board Annual agenda is a calendar which keeps the Board on a schedule for items to discuss throughout the calendar year.

Tracy Dornelly will send the draft annual agenda from February 2020 to the full Board. The last annual, agenda was approved in 2019. Jerilyn Bell will seek any possible additional dates to be turned in by March 11th, 2021.

Policy Governance Training Schedule

Board member, Jasmine Simone asks for clarity on what the general plan is on the Policy Governance Training video. Last discussion was via email regarding whether the Board governed as a Policy Governance board. Jessica McMorris express having stepped back because she was concerned about the time constraints in creating training videos. Mason West commits to creating the training videos. Jessica agrees to support Mason in this process. Adama Alaji thinks the Board do not need to do a whole training on the PG model, but to do a more focused training on linkage.

Board Service Extension and discounts

Discounts: Providing additional time for Board members to have their discount after they role off.

Board service extension: Jasmine Simone and Jerilyn Bell will extend their term.

Discussion tabled.

New Business

Welcoming New Board Members

The Board welcomes new Board members Jessica Rucker, Stanton Winston, and Jamelle Rackley. They congratulate them on their victory and look forward to all they will contribute to the Board.

Committee Reports

Elections Committee

The 2020 elections concluded on Friday January 22nd. The results were announced to the public. The Board congratulates and welcomes Stanton Winston, Jamelle Rackley, and Jessica Rucker. Charter draft will be submitted post term. Tracy will also submit a process document for the election process for the next election. Tracy will send the PowerPoint orientation out to the new board-members this week. Code of Conduct, Conflict of interest as well as an acknowledgement of receipt document will be sent to the new Board members by 2/19 to be submitted by next Board meeting.

Jasmine motion to accept the elections committee report.

2nd: Melissa Fortune

Votes Taken:

Jerilyn Bell-Yes.

Jasmine Simone-Yes.

Mason West-Yes.

Melissa Fortune-Yes.

Pearletta Graves- Yes.

Tracy Dornelly-Yes.

Wanique Shabazz-Yes.

Adama Alaji-Yes.

Jessica McMorris- Yes.

Jessica Rucker-Abstained.

Stanton Winston-Abstained.

Janelle Rackley-Abstained.

-Motion carried.

Treasurer Report

By Jessica McMorris

Board Annual Budget is not approved. Jessica McMorris met with the GM and they came up with a budget they were conformable with, it was emailed out and there were three votes, but it was not fully voted on. Q4 2020 board budget report was due tonight, but this not being on the agenda was an oversight. Jessica will send it out by email, and we can vote to accept it via email.

Board Self-Assessment

For the month of February 2021, the Board Self-Assessment is based on **Policy II-2 Governing Style**:

“The Board will govern with an emphasis on (a) outward vision, (b) encouragement of diverse viewpoint, (c) strategic leadership, (d) collective decision making, (e) future and proactivity.”

Accordingly:

- 1. The board will cultivate a sense of group responsibility. The board, not the staff, will be responsible for excellence in governing. The board will be the initiator of policy, not merely a reactor to staff initiatives. The board will use the expertise of individual members to enhance the ability of the board as a body, rather than to substitute the individual judgments for the board's values.*

Expectations Met

- 2. The board's major policy focus will be on the intended long-term impacts outside the organization, not on the administrative or programmatic means of attaining those effects.*

In Process

The Board acknowledges Policy II-2 item (2) as in process. They agree that an action plan to address the need for a plan for linkage is needed. The retreat will address this where the Board creates a full Board Owner Linkage Plan. Mason and Jessica will submit the date of the retreat when the revised timeline is created for the Board to enter in the record as the date for the action plan and put a follow up on the agenda after the retreat so it can be addressed on the agenda.

- 3. The board will maintain team discipline, authority and responsibility.*

Expectation Met

- 4. The board will monitor and discuss the board's process and performance.*

Expectations Met

Jessica McMorris motions to approve Board self-assessment for **Policy II-2 Governing Style** including the action plan in place for item 2.

2nd: Melissa Fortune

Votes Taken:

Jerilyn Bell-Yes.

Jasmine Simone-Yes.

Mason West-Yes.
Melissa Fortune-Yes.
Pearletta Graves- Yes.
Tracy Dornelly-Yes.
Wanique Shabazz-Yes.
Adama Alaji-Yes.
Jessica McMorris- Yes.
Jessica Rocker-Abstained.
Stanton Winston-Abstained.
Janelle Rackley-Abstained.

-Motion carried.

Jessica McMorris motions to adjourn the February 2021 Board Meeting
2nd: Pearletta Graves.

Votes Taken:

Jerilyn Bell-Yes.
Jasmine Simone-Yes.
Mason West-Yes.
Melissa Fortune-Yes.
Pearletta Graves- Yes.
Tracy Dornelly-Yes.
Wanique Shabazz-Yes.
Adama Alaji-Yes.
Jessica McMorris- Yes.
Jessica Rocker-Abstained.
Stanton Winston-Abstained.
Janelle Rackley-Abstained.

-Motion carried.

Meeting Adjourned at 9:10PM



_____ on behalf of the BOD's
Jerilyn Bell
Board Executive Secretary

9.17.2021
Date

SEVANANDA NATURAL FOOD
REGULAR BOARD MEETING NOTES

Tuesday, February 16th, 2021

Board Members Present: Wanique Shabazz, Adama Alaji, Mason West, Jerilyn Bell, Melissa Fortune, Pearletta Graves, Tracy Dornelly, Jessica McMorris, Jasmine Simone.

New Board Members Present: Jessica Rocker, Stanton Winston and Janelle Rackley.

Board Members Absent: None.

Non-Board: Cheranna Dottin (Board Admin) and Ahzjah Simons (Cooperative Director/ General Manager)

Physical copies of each item listed in notes can be provided upon request.

Member Owners Present:

Royce Hall, Natalie Spiccia, Ayo Jenkins, Dimitri Lefever, Deshawn Rankins, Shankia Soloman, Stacey Burke, Nyia Brand, Adama Abdullah, Bodhi, Carol Schreiner, Miranda Kawasaki, Dr. Mumbi Stevens, Steven Baker, Gaiyon Reevis and Dedrah Pyles-Faraday.

Member Owner Comment

Ayo Jenkins (employee/member owner) express concern around Wellness Lead, feels like they are being treated as lesser. He is worried that a delay in COVID reporting in the department puts his family at risk.

Stacey Burke (employee/member owner) express reads a (collective letter) from shoppers, member owners, employees. Requesting a change in administration. No accountability.

Natalie Spicca (former employee/member owner) states there was a disregard for employees and COVID-19 exposure.

Adam Abdullah (employee/member owner) speaks on toxic energy throughout the store.

Nyia Brand (employee/member owner) speaks on lack of communication in the store as well as feeling unseen and unheard by upper management.

D-Rank: (former employee/member owner) express the need to be heard by upper management.

Steven Baker (employee/member owner) express delay in reporting a COVID-19 positive test; emp that was out for COVID-19 and came back when they did not even know they were out.

Gaiyon speaks on employees not being properly protected.

Shineka express her concern with being left without a manager; store is lacking.

GM Monitoring Report

February 2021 GM Monitoring Report

Policy III-9 Emergency Succession

Policy III-6 Financial Conditions.

Board Self-Assessment

Policy II-2 Governing Style