



SEVANANDA NATURAL FOOD  
REGULAR BOARD MEETING

Tuesday, September 18<sup>th</sup> 2020

**Board Members Present:** Tracy Dornelly, Melissa Fortune, Pearletta Graves, Jessica McMorris, Wanique Shabazz and Jasmine Simone.

Adama Alaji 6:45PM

Mason West 6:41PM-7:00PM

**Board Members Absent:** Jerilyn Bell.

**Non-Board:** Cheranna Dottin (Board Admin)

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

**BUSINESS:** Board President Wanique Shabazz called meeting to order at 6:41PM. Quorum was met.

Jasmine Simone self-appointed as timekeeper.  
Shabazz self-appointed as cue taker.

**Approval of Agenda**

Tracy Dornelly motions to approve the September 2020 agenda as amended.

2<sup>nd</sup>: Adama Alaji.

Votes Taken:

Mason West- Yes.

Pearletta Graves- Yes.

Tracy Dornelly- Yes.

Adama Alaji- Yes.

Jessica McMorris- Yes.

Melissa Fortune- Yes.

Wanique Shabazz- Yes.

Jasmine Simone- Yes.

**Motion Approved**

## **Approval of Minutes**

*The vote for the August 2020 Minutes tabled to October 2020 Board Meeting. The Board revisits the vote on the June 2020 minutes tabled from previous Board Meeting.*

Jasmine Simone motions to approve the June 2020 regular meeting minutes.

2<sup>nd</sup>: Melissa Fortune

Votes Taken:

Pearletta Graves-Yes.

Tracy Dornelly- Yes.

Adama Alaji-Yes.

Jessica McMorris-Yes.

Melissa Fortune-Yes.

Wanique Shabazz-Yes.

Jasmine Simone-Yes.

**Motion Approved**

## **Old Business**

### **PGP Program**

In the July 2020 Board meeting, Mason West and Jessica McMorris thoroughly outlined the possibility of hosting Policy Governance training. This training would include an in depth analysis on PG for the Board based on the PG Proficiency Certification training that they successfully completed.

The Board agreed to do the training and must determine if these trainings will take place inside the regular Board meeting or in a separate meeting. In order to maximize the information acquired by the three Board members from this training the Board propose having the trainings outside of the regular Board meeting. The Board discuss the timeline on when this will begin taking the 2020 Board elections into consideration. The Board agrees on February as the projected time for this training to begin. Jessica proposes that herself and Mason will create a calendar/ timeline for each module with the completion of 2021.

Jessica McMorris motions that the Policy Governance training modules be presented outside of the regular Board meetings with Mason and herself to create a calendar to be presented to the Board by the October Board meeting.

2<sup>nd</sup>: Melissa Fortune.

Votes Taken:

Pearletta Graves-Yes.

Tracy Dornelly- Yes.

Adama Alaji-Yes.

Jessica McMorris-Yes.

Melissa Fortune-Yes.

Wanique Shabazz-Yes.

Jasmine Simone-No.

**Motion Does Not Carry per bylaws.**

## **New Business**

### **SharePoint**

By Jasmine Simone.

*The parent company in which NXTBoard falls under is shutting down in the fall of 2020. All documents from NXTBoard were extracted and moved to SharePoint.*

In a previous Board meeting Jessica McMorris expressed that the PGP Program included strategic plan for linkage in which she was to forward to Jasmine Simone. Jasmine who had not received this yet discovered on SharePoint that a document had been loaded to the platform which read “submitted by Jasmine Simone. In this meeting Jessica noted that this document was from NXTBoard. Jasmine explained that she’d never submitted this document and this document had been added without her knowledge. Jasmine expressed concerns about documents being submitted on her behalf without her knowledge and urged the Board to create a clear protocol on the process of documents being added to SharePoint. Jasmine committed to share a best practices/ protocol for SharePoint by Friday September 18<sup>th</sup>.

## **Committee Chair Reports**

### **Linkage Committee**

Jasmine Simone submitted an article on-time on behalf of the Board. The Board discuss their concerns around punctuality of the Co-Option’s. From the Boards perspective they want to make sure anything for public consumption be looked over numerous times. The Board is offering full assistance and support.

Sevananda was approached with the opportunity to be a partner with NFL player Warren Dunn & Usher’s new kitchen. Jasmine represented Sevananda at this event and a video

was created at this event. Once this video is complete, Jasmine will present this to the Board.

## **Elections Committee**

### **By Tracy Dornelly**

The elections timeline was presented to the Board. The Elections have begun in Phase 1: “Call for Candidates”. A Doodle was sent out for a date to be chosen for a meeting with candidates during Phase 1. This process will allow candidates to ask the Board any questions through the “Meet the Board” segment.

### *Elections Committee Timeline submitted*

Jessica McMorris motions to accept all committee chair reports as submitted.

2<sup>nd</sup>: Adama Alaji.

Votes Taken:

Pearletta Graves-Yes.

Adama Alaji-Yes.

Jessica McMorris-Yes.

Melissa Fortune-Yes.

Wanique Shabazz-Yes.

Jasmine Simone-Yes.

Tracy Dornelly-Yes.

**Motion Approved.**

## **Board Self-Assessment**

For the month of September 2020 the Board’s Self-Assessment is based on **Policy II-8**  
**Policy Title: Cost of Governance.**

“We will invest in the Board’s governance capacity.

Jessica McMorris motions to accept the Board Self-Assessment for Policy II-8 Cost of Governance with 2 in process items with action plans for II-8 Items 1& 2 tabled to the October regular Board meeting under old business.

2<sup>nd</sup>: Tracy Dornelly

Votes Taken:

Pearletta Graves-Yes.

Adama Alaji-Yes.

Jessica McMorris-Yes.  
Melissa Fortune-Yes.  
Wanique Shabazz-Yes.  
Jasmine Simone-Yes.  
Tracy Dornelly-Yes.

**Motion Approved.**

Jessica McMorris motions to adjourn the September 2020 Regular Board meeting.  
2<sup>nd</sup>: Melissa Fortune.

Votes Taken:

Pearletta Graves-Yes.  
Adama Alaji-Yes.  
Jessica McMorris-Yes.  
Melissa Fortune-Yes.  
Wanique Shabazz-Yes.  
Jasmine Simone-Yes.  
Tracy Dornelly-Yes.

**Motion Approved.**

Meeting Adjourned at 9:06PM

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on behalf of the BOD's

Jerilyn Bell

Board Executive Secretary

9.17.2021

Date

**SEVANANDA NATURAL FOOD  
REGULAR BOARD MEETING NOTES**

**Tuesday, September 15th 2020**

**Board Members Present:** Tracy Dornelly, Melissa Fortune, Pearletta Graves, Jessica McMorris, Wanique Shabazz and Jasmine Simone.

Adama Alaji 6:45PM

Mason West 6:41PM-7:00PM

**Board Members Absent:** Jerilyn Bell.

**Non-Board:** Cheranna Dottin (Board Admin)

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

**Member Owners Present:**

1. *Lonnie Montgomery*

*I am a new member so this is my first meeting. I'm interested in hearing updates about the store."*

2. *Michael DeCamp*

*"I love Sevananda I'm interested to hear updates on what's going on at the store due to COVID. I hope the store continues to operate because it is a wonderful place."*

3. *Peggy Walker*

No Comment

4. *Felicia Hazzard*

No Comment

**Committee Chair Report**

Elections Committee Timeline

**Board Self-Assessment**

**Policy II-8 Cost Governance.**