



## SEVANANDA NATURAL FOODS MARKET

### REGULAR BOARD MEETING

Tuesday July 18<sup>th</sup>, 2023

**Board Members Present:** Board President Jessica McMorris, Board Secretary Lucy LaVouille, Board Member Dr. June Chennault.

Board Treasurer Tracie Greene present via ZOOM @6:40PM.

Board Member Dorothea Gates present via ZOOM until 8:03PM

Board Member Fabian Simpson present via ZOOM.

**Board Members Absent:** None.

**Non-Board:** Chris Roland (General Manager)

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**Timekeeper:** Dr. June Chennault.

**Cue taker:**

#### **Call to Order/Welcome/Roll Call**

Board President Jessica McMorris called meeting to order at **6:37 PM EST**. She greets everyone in attendance.

#### **Co-op Principles and ENDS Statement**

Both the Co-op Principles and ENDS Statement are read into the record.

#### **Approval of the Agenda**

The Board uses the allotted time reviewing the June 2023 agenda. Jessica M. offers a revision to the agenda item 7. Board Policy IV-5 number 2a and 2b should be changed to a review of this entire policy.

Fabian Simpson motions to approve the July 18th, 2023, regular Board meeting agenda as submitted with edits.

2<sup>nd</sup>: Dr. Chennault.

Votes Taken:

Lucy LaVouille-Yes.

Jessica McMorris-Yes.

Tracie Greene-Yes.

Dr. Chennault- Yes.

Fabian Simpson-Yes.

Dorothea Gates-Yes

**Motion carried.**

#### **Approval of Minutes & Previous Months Minutes**

Approval of tabled minutes from May 2023 regular meeting.

Fabian S motions to approve tabled minutes from May 16<sup>th</sup>, 2023, meeting.

2<sup>nd</sup>: Dorothea Gates.

Votes Taken:

Lucy LaVouille-Abstain.

Jessica McMorris-Yes.

Tracie Greene-No.

Dr. Chennault- Yes.

Fabian Simpson-Yes.

Dorothea Gates-Yes

*Motion does not pass. Will be placed in August 2023 Regular meeting agenda.*

Dorothea motions to approve the June 2023 regular meeting minutes as submitted with changes.

2<sup>nd</sup>: Dr. Chennault

Votes Taken:

Lucy LaVouille- Did not vote.

Jessica McMorris- Did not vote.

Dr. Chennault- Yes.

Fabian Simpson-Did not vote.

Dorothea Gates-Yes

*Motion does not pass. Will be placed in August 2023 Regular meeting agenda.*

### **Owner Comment Period**

Member Owner Barbara Smith will email General Manager Chris Roland with her ideas on how to gain more customers at the store.

Dr. Yolanda Henderson commented regarding a Back to School Expo. She will send details to General Manager Chris Roland.

### **Purchase/ Repurchase of Shares**

Nothing to report.

### **Notification of Board decisions via email**

Nothing to report.

### **FYI Report**

Chris Roland, General Manager

Currently operations are understaffed and hiring for a few different departments, management staff members are temporarily filling in the gaps. June sales were up 3.6% from last year and customer traffic is up 7%!

There is a big BOGO coming in September 2023. Sevananda will be attending the Atlanta Veg Fest. We will be setting up a booth to distribute information and flyers, especially during the 3-week sale period. In two weeks, there will be a vegetarian food trucks strategically placed in the parking lot. We have hopes that it will give our store visibility and drive customers. The food trucks will sell food but not drinks, which will increase Sevananda's drink sales.

Chris is working to increase Sevananda's visibility on Moreland Ave overall.

Financials will be available on Thursday July 20<sup>th</sup> along with notes. April is just about done; May and June should be ready for the August Board Meeting.

Our Coop is getting very close to being back on track. We are monitoring our cash very closely. The alcohol Beverage Control (ABC Beer and Wine) permit is in the filing process. In 2021 there was a survey conducted with member owners around the sale of vegetarian beer and wine. This will help grow sales and make Sevananda a one-stop shop. Employee retention credit. Sevananda was approved for a decent amount of money. We, however, need to refill.

*Full report included in July Board meeting packet.*

### **GM Policy Monitoring** **Monitoring of Executive Limitations Policy**

For the month of July 2023, there are no policies being monitored. Chris R provided updates on Out of Compliance items.

#### *Policy III-3 Treatment of Customers Policy*

This section, in the GM's opinion was out of compliance due to "failing to encourage long-term relationship with Customers."

After further study in the GM's opinion our Ownership structure now is not very sustainable and strongly promoting ownership would hurt the Coop in the long term. The GM's new goal is developing a new ownership model and having it installed by the end of September, along with a communication plan to new owners explaining if and how benefits will change. Chris recommends giving customers and owners until the end of the year before the new ownership plan begins. He foresees starting fresh in January 2024 with a new ownership plan and biannual ownership drives.

GM will do additional research and communicate back to the board.

#### *Policy III-4 Treatment of Staff*

Sevananda has invested considerably in the Human Resource Policy. HR now has forms available for staff. The next step is staff training, what to do when there is workplace conflict, or an employee has a grievance. We want to make sure everyone is treated fairly. GM reported that this policy is now in compliance. Management training will take place in eight days. Forms and Human Resource Director are in place.

*Policy 1e Implement a grievance process for staff to report unethical or illegal behavior to the Board.*

*This policy is under review.*

### **Board Policy Monitoring**

**POLICY TYPE: BOARD-GM LINKAGE**

**POLICY TITLE: DELEGATION TO THE GM**

Lucy LaVoullé motions that BOARD-GM LINKAGE Board *Policy IV-4a Delegation to the GM complies.*

2<sup>nd</sup>: Dr. Chennault

Dorothea Gates-Yes

Tracie Greene-Yes

Fabian Simpson-Yes

Jessica McMorris-Yes

Lucy LaVouille-Yes.  
Dr. Chennault-Yes.  
Motion carried.

**POLICY TYPE: BOARD-GM LINKAGE**  
**POLICY TITLE: MONITORING GM PERFORMANCE**

Lucy LaVouille motions that Policy IV-5 Monitoring GM Performance is tabled until the August meeting pending a Special Call meeting.

2<sup>nd</sup> Tracey Green  
Dorothea Gates-Yes  
Tracie Greene-Yes  
Fabian Simpson-Yes  
Jessica McMorris-Yes  
Lucy LaVouille-Yes.  
Dr. Chennault-Yes.

Jessica McMorris provides training updates.  
Fabian expressed interest in attending training at Stewart COOP in Minnesota. BPOC community Training

**Brief Board Briefs**

There were no reports given due to no committee work the previous month. Jessica McMorris spoke about the importance of the board appointing committee chairs and meetings to complete the work we are responsible for.

Fabian motions to adjourn the July 2023 meeting.  
2<sup>nd</sup> Lucy LaVouille  
Tracie Greene-Yes  
Dr. Chennault-Yes  
Jessica McMorris-Yes  
Motion passes.  
Adjournment: 8:13PM EST

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\_\_\_\_\_ on behalf of the BOD's  
Lucy LaVouille  
Board Executive Secretary

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Date

**SEVANANDA NATURAL FOODS MARET**  
**REGULAR BOARD MEETING NOTES**

**Tuesday July 18<sup>th</sup>, 2023**

**Board Members Present:** Board President Jessica McMorris, Board Secretary Lucy LaVoullé, Board Member Dr. June Chennault.

Board Treasurer Tracie Greene present via ZOOM @6:40PM.

Board Member Dorothea Gates present via ZOOM until 8:03PM

Board Member Fabian Simpson present via ZOOM.

**Board Members Absent:** None.

**Non-Board:** Chris Roland (General Manager)

**Member Owners Present:**

Dimitri Lefever, Barbara Smith, Donna Roberts, Dr. Yolanda Henderson and Elfreda Smith.

**GM Reporting**

FYI Report

**GM Policy Monitoring**

Monitoring of Executive Limitation Policy

*No policy monitoring for July*

1. Updates on noncompliance action steps.

**Board Policy Monitoring**

Monitoring Board Performance

- 1.IV-4 Delegation to GM
- 2.IV-5 Item #2 (*entire policy*)