



SEVANANDA NATURAL FOOD REGULAR
BOARD OF DIRECTORS MEETING

Tuesday, July 19th, 2022

Board Members Present: Wanique Shabazz, Melissa Fortune, Staton Winston and Jessica McMorris and Jerilyn Bell.

Board Member Absent: None.

Non-Board: Cheranna Dottin (Board Admin),

BUSINESS: Board President Wanique Shabazz called meeting to order at 7:10pm. Quorum was met.

Wanique Shabazz volunteers to be the cue taker and Staton Winston volunteers to be the timekeeper.

Approving the Agenda

The Board uses the allotted time reviewing the April 2022 agenda adjusting where necessary.

Jessica McMorris motions to accept the July 2022 Board meeting agenda as amended.
2nd: Staton Winston-

Votes Taken:

Jessica McMorris: Yes.

Wanique Shabazz-Yes.

Jerilyn Bell: Yes.

Melissa Fortune-Yes.

Staton Winston-Yes.

-Motion Carried.

Approval of the Minutes

Jessica McMorris motions to approve the April 2022 minutes as submitted with changes.
2nd: Jerilyn Bell

Votes Taken:

Jessica McMorris: Yes.

Wanique Shabazz-Yes.

Jerilyn Bell: Yes.

Melissa Fortune-Yes.

Staton Winston-Yes.

-Motion Carried.

Jessica McMorris motions to approve the June 2022 minutes as submitted with changes.
2nd: Melissa Fortune.

Votes Taken:

Jessica McMorris: Yes.

Wanique Shabazz-Yes.

Jerilyn Bell: Yes.

Melissa Fortune-Yes.

Staton Winston-Yes.

-Motion Carried.

IGM Team Status Update

IGM Team (Interim General Management)

Updates Given by Dadra Walker.

Sevananda Co-op was selected to get a free mural through the Fairtrade program by Equal Exchange Coffee.

Sevananda parking lot construction will begin at the end of August/ beginning of September. Employees will be given parking passes allowing them to utilize the parking lot across the street so that shoppers can take advantage of the limited parking Sevananda currently has. The quarterly staff meeting took place Wednesday July 13th. This meeting was used to bring everyone up to speed on where Sevananda currently stands and

announce things management will be putting in place to get a better footing. IGM Team Lead Edmund Richards will be sending out the general report via email.

Old Business

Update on Board Appointment Process

There was an active interest to fill patrial terms and vacated seats on the Board. Interviews were conducted for potential Board members. The Board is currently awaiting background screening to return. Once backgrounds are cleared the Board will be able to complete the appointment process.

New Business

None

Committee Chair Reports

General Manager Search Committee

The GM Search Committee met with Terry Bowling of National Cooperative Grocers and Columinate consultant, LaDonna Richmond. They went over committee charters and discussed the next immediate steps for search. They went over the committee charter to make sure they were in line with all relevant components. Then, charters were submitted and approved by the Board. Next, the committee needs to recruit one additional committee member because per the charter the committee must have three members per the charter. They have started gathering information on applications already submitted in response to a post previous General Manager & NCG made working with Human Resource Manager. The committee will refine the criteria then the job and submit to the Board. Once approved the committee can move forward with the search. There is a manual that has been put forward for Cooperative groceries as a guide which is being used while consulting with two industry professionals.

Election Committee

Presented by Committee Member Jerilyn Bell.

The election committee has received enough candidates to move forward with the elections process. The Board will then decide on the “Meet and Greet” for potential Board candidates after the vetting process.

Treasurer Report

Board Treasurer Jessica McMorris thoroughly presents the following reports/documents to the Board:

Q4 2021 Monthly Expenditures.

Final Budget Report/ End of the Year.

Quarterly Budget and Expenditures.

Jerilyn Bell motions to approve Treasurer Budget Report as submitted.

2nd: Jerilyn Bell

Votes Taken:

Jessica McMorris: Yes.

Wanique Shabazz-Yes.

Jerilyn Bell: Yes.

Melissa Fortune-Yes.

Staton Winston-Yes.

-Motion Carried.

Board Self-Assessment

For the month of April 2022, the Board self-assessment is based on ***Policy IV-4***

Delegation to the GM.

The Board delegates authority to the GM through written ENDS and executive limitations policies.

After reviewing this policy, the Board reports the following:

Policy is in compliance but should be tabled for review when the new general manager is put in place.

Jessica McMorris motions to accept Board Self-Assessment Policy IV-4 Delegation to the GM as expectations met with the understanding that Board will review this policy with new general manager when they are hired.

2nd: Jerilyn Bell

Votes Taken:

Jessica McMorris: Yes.

Wanique Shabazz-Yes.

Jasmine Simon-Yes.

Jerilyn Bell: Yes.

Melissa Fortune-Yes.

Staton Winston-Yes.

-Motion Carried.

Policy II-2 Agenda Planning item #1 action plan update.

The Board decides to table this item until the consultant is put in place.

Jessica McMorris motions to table Board self-assessment Policy II-2 #1 action plan update until the August 2022 Board meeting.

2nd: Jerilyn Bell

Votes Taken:

Jessica McMorris: Yes.

Wanique Shabazz-Yes.

Jerilyn Bell: Yes.

Melissa Fortune-Yes.

Staton Winston-Yes.

-Motion Carried.

Jessica McMorris motions to adjourn the April 2022 Board meeting.

2nd: Jerilyn Bell

Votes Taken:

Jessica McMorris-Yes.

Wanique Shabazz-Yes

Jerilyn Bell- Yes.

Melissa Fortune-Yes

Staton Winston-Yes

-Motion Carried.

Meeting adjourned at 8:36PM

Wanique Shabazz
Board President

Date

SEVANANDA NATURAL FOOD
REGULAR BOARD MEETING NOTES

Tuesday, July 19th, 2022

Board Members Present: Wanique Shabazz, Melissa Fortune, Staton Winston and Jessica McMorris and Jerilyn Bell.

Board Member Absent: None.

Non-Board: Cheranna Dottin (Board Admin),

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

Member Owners Present:

Sharlise Lowe, Charlie Colpitts, Dewise Demaud, Dorthea Gates, Atasha Murray, Fabian Simpson, Tracie Greene, Joshua Sharp, Tiffany Gilliam, Camilla Paggett and Anthony Samuels.

Member Owner Comment

Dorthea Gates inquires about her Board application.

The elections committee to follow up directly.

Charlie Colpitts questions the state of the parking lot and when is the construction set to be completed.

Interim General Management Team Member Dadra Walker responds that work is set to begin late August/ Early September.

Committee Chair Reports

Treasurer Report

Q4 2021 Monthly Expenditures.

Final Budget Report/ End of the Year.

Quarterly Budget and Expenditures.

Board Self-Assessment

Policy IV-4 Delegation to GM.