

**SEVANANDA NATURAL FOOD REGULAR BOARD OF DIRECTORS MEETING**

**Tuesday, June 20th, 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), Michelle Taber (IGM Team), Edmund Richards (IGM Team Lead), Dadra Walker (IGM Team)

BUSINESS: Board President Wanique Shabazz called meeting to order at 6:55pm. Quorum was met.

*Wanique Shabazz and Jessica McMorris volunteers to be the cue takers of tonight’s meeting and Staton Winston volunteers to be the timekeeper.*

Approving the Agenda

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

Melissa Fortune motions to accept the June 2022 Board meeting agenda as amended.

2nd: Staton Winston.

*Friendly Amendment*

“As amended “from Jessica McMorris. -Accepted

Announcement of executive session-Jessica McMorris-Accepted.

Melissa Fortune motions to rescind the agenda.

2nd: Staton Winston.

Votes Taken:

Jessica McMorris: Yes.

Wanique Shabazz-Yes.

Jerilyn Bell: Yes.

Melissa Fortune

Jessica McMorris presents the executive session agenda.

Topics:

Personnel Matters

Weekly Board Meeting.

Update on vacated Board Seats/Elections and elections related to quorum issues.

Update on Calumniate Consultant.

GM Search Committee Update.

IGM Team.

SharePoint/Minutes on website.

Wanique Shabazz motions to approve the agenda as amended with executive session items.

2nd: Melissa Fortune.

Votes Taken:

Jessica McMorris: Yes.

Wanique Shabazz-Yes.

Jerilyn Bell: Yes.

Melissa Fortune-Yes.

Staton Winston-Yes.

*-Motion Carried.*

**Approval of the Minutes**

Jerilyn Bell motions to approve the May 2022 Minutes with changes.

2nd: Melissa Fortune

Votes Taken:

Jessica McMorris: Yes.

Wanique Shabazz-Yes

Jerilyn Bell: Yes.

Melissa Fortune-Yes

Staton Winston-Yes

*-Motion Carried.*

Jerilyn Bell motions to table the approval of April 2022 Minutes to July 2022 regular scheduled meeting.

2nd: Wanique Shabazz.

Votes Taken:

Jessica McMorris: Yes.

Wanique Shabazz-Yes.

Jerilyn Bell: Yes.

Melissa Fortune-Yes.

Staton Winston-Yes.

*-Motion Carried.*

**IGM Operations-Quarterly Report**

IGM Team Lead Edmund Richards gives a brief report on behalf of the IGM Team. He reports an approximate $50K a month net operating loss. The overall focus is on driving sales, attracting more customers, events like painting outside, the Sevananda Summer Festival which is scheduled the upcoming weekend. With this kind of net operating loss, the goal is to reduce expenditures. The larges expense is labor, so the team is looking for ways to cut anyway they can. Jessica M asks about NCG advise. They meet weekly, crunch numbers, but don’t have any concrete ideas. IGM team wants to focus on drawing attention to outside of the building advertising organic. Wanique S. discuss the loans. Staton W. asks about foot traffic and whether it is in decline. Richie notes that we used do 800-900 a day and now we are down to about 4K a week. Staton W. says he does work for UNFI and notes that Sevananda has been flagged. Richie requests to have this conversation offline.

Jerilyn Bell motions to approve the IGM Report as delivered.

2nd” Wanique Shabazz.

Votes Taken:

Jessica McMorris: Yes.

Wanique Shabazz-Yes.

Jerilyn Bell: Yes.

Melissa Fortune-Yes.

Staton Winston-Yes.

*-Motion Carried.*

**Old Business**

**Update on Vacant Board Seats.**

Jessica McMorris gives update – there have been 5 persons that have expressed interest, only one that has responded to the qualifications. Jessica to reach out to them. At the exec session the board will discuss the process and how to move forward.

Wanique asks if there is a cap on the number of applicants. Jessica replies that there is not.

**New Business**

2022 Cooperative Service award.

Melissa had nominated Sevananda for an award before covid, and we were just awarded the 2022 service award

Jerilyn Bell plays the CCMA Award Acceptance.

**Committee Chair Reports**

**GM Search Committee**

Status of IGM or GM Search

With the assistance of NCG the Board is moving forward with the GM Search. There is a draft of the committee charter that will be reviewed by NCG, then brought to the board for review and vote in the next few weeks.

Melissa Fortune motions to approve the GM search committee report as delivered

2nd- Jerilyn Bell.

Votes Taken:

Jessica McMorris: Yes.

Wanique Shabazz-Yes.

Jerilyn Bell: Yes.

Melissa Fortune-Yes.

Staton Winston-Yes.

*-Motion Carried.*

**Elections**

By Staton Winston

The Elections is still in the “Call for Candidates” phase which is set to end July 5th. There has been communication to Owners to advertise the elections as well as signs placed around the store. Staton plans to table this coming weekend at the Sevananda Summer Festival to promote membership and the election to gain more traction to the elections. The next process will be vetting the candidates and background checks. The committee is on track with the allotted timeline.

Jerilyn Motion to approve the Election committee report as delivered

2nd- Wanique Shabazz.

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 June, the Board self-assessment is based on **Policy IV-5 Monitoring GM.**

This policy states

*“*The Board will systematically and rigorously monitor and evaluate the GM’s job performance compared to expectations set forth in Board policies.*”*

Jerilyn Bell motions to table the June Board Self-Assessment Police IV-5 until a new GM is hired, with the understanding that the board will work on setting up structure for IV-5(1) with our Columinate Consultant.

2nd: Wanique Shabazz.

Votes Taken:

Jessica McMorris: Yes.

Wanique Shabazz-Yes.

Jerilyn Bell: Yes.

Melissa Fortune-Yes.

Staton Winston-Yes.

*-Motion Carried.*

Jerilyn Bell motions to adjourn the June 2022 Board meeting.

2nd: Wanique Shabazz

Votes Taken:

Jessica McMorris-Yes.

Wanique Shabazz-Yes

Jerilyn Bell- Yes.

Melissa Fortune-Yes

Staton Winston-Yes

*-Motion Carried.*

Meeting adjourned at 8:33PM

**SEVANANDA NATURAL FOOD**

**REGULAR BOARD MEETING NOTES**

**Tuesday, June 20th 2 022**

Board Members Present: Wanique Shabazz, Melissa Fortune, Staton Winston and Jessica McMorris, Jasmine Simone 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 and Dorothea Gates.

**Member Owner Comment**

Sharlise Lowe announces to the Board that this coming weekend will be the Sevananda Summer Festival. She invites the entire Board to come out and support the event. There will be food, music and fun!

**Board Self-Assessment**

**Policy IV-5 Monitoring GM.**