



SEVANANDA NATURAL FOOD REGULAR
BOARD OF DIRECTORS MEETING

Tuesday, November 15th, 2022

Board Members Present: Wanique Shabazz, Jessica McMorris and Lucy LaVouille.

Tiffany Gilliam present at 7pm.

Melissa Fortune present at 7pm.

Tracie Greene present at 9:20pm

Non-Board: Cheranna Dottin (Board Admin), Garland McQueen (IGM), LaDonna Redmond (Columinate Consultant)

BUSINESS: Board President Wanique Shabazz called meeting to order at 6:46pm. Quorum was met.

Wanique Shabazz volunteers to be the cue taker and Lucy LaVouille volunteers to be the timekeeper.

Reading of the ENDS & Principles

The Board reads Sevananda's ENDS & Principles into the record.

Approving the Agenda

The Board uses the allotted time reviewing the November 2022 agenda adjusting where necessary. The Board tables the following items on the DRAFT agenda to email: Update on V. LaDonna's contract and VI. Adjourn.

On the executive session agenda "New Development regarding protesters" was added.

Jessica McMorris motions to approve the November 2022 agenda as amended.

2nd: Melissa Fortune.

Votes Taken:

Wanique Shabazz-Yes.

Jessica McMorris-Yes.

Lucy LaVouille-Yes.

Tiffany Gilliam-Yes.

Melissa Fortune-Yes.

-Motion Carried.

Approval of the Minutes

The minutes were sent out in advanced to the Board to review and vote on in the monthly Board meeting.

Jessica McMorris motions to approve the November 2022 Meeting.

2nd: Tiffanie Gilliam

Votes Taken:

Wanique Shabazz-Yes.

Jessica McMorris-Yes.

Lucy LaVouille-Yes.

Tiffany Gilliam-Yes.

Melissa Fortune-Yes.

-Motion Carried.

Purchase/Repurchase of shares.

None to Report.

Owner Comment Period

None

Monitoring GM Performance

For the month of November 2022, the policy being monitored by our GM is as follows.

Policy III-5: Financial Planning/ Budgeting

The General Manager must not operate without annual and multi-year budgets and plans that address intentional and improved Ends accomplishment along with avoidance of fiscal jeopardy. The GM must not:

1. Create plans or budgets that

a. Risk incurring those situations or conditions described as unacceptable in the Board policy "Financial Condition and Activities."

b. Omit credible projection of revenues and expenses, owner investment and return, separation of capital and operational items, cash flow, and disclosure of planning assumptions.

c. Do not address excellence in business systems and operations.

d. Have not been tested for feasibility.

2. Provide less for Board prerogatives during the year than is set forth in the board budget.

Physical Report of GM Monitoring and Financials included in Board Meeting Packet.

III-6 Financial Conditions and Activity.

With respect 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.

Physical Report of GM Monitoring and Financials included in Board Meeting Packet.

III-10 Communication and Support to the Board

The General Manager must not allow assets to be unprotected, unreasonably risked, or inadequately maintained.

Physical Report of GM Monitoring and Financials included in Board Meeting Packet.

FYI/ Updates

Rent Increase

Garland M discuss Sevananda's rent increasing with the Board. He is still working out what the best options may be for Sevananda. It comes down to the factors of negotiating or relocating.

Fair Trade Social Media Concern

Equal Exchange Fair Trade created a mural on the side of Sevananda. The social media specialist at fair trade reached out to Sevananda due to them receiving negative comments on their social media from former protestors. Operations is in constant communication with Sevananda's lawyer Bill Mahr, and he is ready to act with a cease

and assist however the protestors do not have a physical address.

Staff Compensation

Garland and accounting have been looking at a 6-month process to retain employees however it has been a challenge due to competitive wages from other companies. This item is still being worked out.

Physical Report of GM Monitoring and Financials included in Board Meeting Packet.

Jessica McMorris motions to approve the GM Monitoring Report as submitted.

2nd: Lucy LaVouille

Votes Taken:

Wanique Shabazz-Yes.

Jessica McMorris-Yes.

Lucy LaVouille-Yes.

Tiffany Gilliam-Yes.

Melissa Fortune-Yes.

-Motion Carried.

Board Policy Monitoring

For the month of November 2022, the Board is monitoring policy IV-3 and IV-5.

Policy IV-3 Accountability to GM.

The GM is the board's only link to operational achievement and conduct, so that all authority and accountability of staff, as far as the board is concerned, is considered the authority and accountability of the GM.

The Board reviews this policy as reports that it as expectations met.

Jessica motions Policy IV-3 Accountability to the GM as expectations met.

2nd: Lucy LaVouille.

Votes Taken:

Wanique Shabazz-Yes.

Jessica McMorris-Yes.

Lucy LaVouille-Yes.

Tiffany Gilliam-Yes.

Melissa Fortune-Yes.

-Motion Carried.

Policy IV-5 Monitoring GM Performance.

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

The Board agrees that Policy IV-5 items 2-5 as expectations met and item 1 as in process.

The action plan created for item 1 was as follows:

The Board is in process of becoming more proficient and more of an expert in utilizing the GM Monitoring tool as well as structuring what the entire monitoring process looks like while working with Columinate Consultant LaDonna R. The action plan will consist of continuing working with the consultant.

Jessica McMorris motions to accept Board Self-Assessment Monitoring GM Performance item 1 as in process with stated action plan and items 2-5 as expectations met.

2nd: Melissa Fortune.

Votes Taken:

Wanique Shabazz-Yes.

Jessica McMorris-Yes.

Lucy LaVouille-Yes.

Tiffany Gilliam-Yes.

Melissa Fortune-Yes.

-Motion Carried.

Break

The Board takes a 5-minute break.

Brief Board Briefs

None

Committee Chair and Officer Reports.

Elections

The committee is still at the “call for candidates” process. The committee has sent a letter to the candidates that have expressed interest to update them on where the committee is in the process. The committee is deciding on the two dates for the candidate meet and greet. There will be a new process in place this year that will allow candidates to campaign.

Lucy LaVouille motions to approve the elections committee report as submitted.
2nd: Tiffany Gilliam.

Votes Taken:

Wanique Shabazz-Yes.

Jessica McMorris-Yes.

Lucy LaVouille-Yes.

Tiffany Gilliam-Yes.

Melissa Fortune-Yes.

-Motion Carried.

GM Search Committee

Committee Chair, Jessica McMorris.

The Committee has been meeting weekly on Fridays with Garland and Terry Bowling for two hours. LaDonna has been on standby and engaged through this entire process. Since the Board approved the GM job description, the candidates have received an email that their resume’s were received. There are a total of 5 candidates. The committee is reviewing the compensation packet and in the next meeting will be reviewing resumes based on the rubric of the job description. After that is concluded they will be moving on to the interviewing process. Determining who they want to move forward with for the final interview process will come after that. The Board gives some kudos to Jessica

McMorris for keeping the Board on task as it pertains to this process.

Jerilyn Bell motions to approve the GM Committee Report as submitted.

2nd: Tiffanie Gilliam

Votes Taken:

Wanique Shabazz-Yes.

Jessica McMorris-Yes.

Lucy LaVouille-Yes.

Tiffany Gilliam-Yes.

Melissa Fortune-Yes.

Jerilyn Bell: Yes.

-Motion Carried.

Retreat Agenda

LaDonna Redmond presents the proposed Annual Retreat Agenda to the Board.

Jessica McMorris motions to approve the Annual Retreat Agenda.

2nd: Jessica McMorris

Votes Taken:

Wanique Shabazz-Yes.

Jessica McMorris-Yes.

Lucy LaVouille-Yes.

Tiffany Gilliam-Yes.

Melissa Fortune-Yes.

Jerilyn Bell: Yes.

-Motion Carried.

Annual Member Meeting

The Board hold a lengthy discussion around the possibility of having the annual member meeting per the bylaws. Concluding the discussion Jessica McMorris agrees to send out

an email by Friday with further discussion points around this topic.

Contracting with LaDonna Redmond for Another Term.

LaDonna's contract will conclude in January. She offers a lot of insight for the scope of the Board's year. The Board is beginning to dive into the work that needs to be done. The Board agreed to a 6-month contract then to review and discuss the benefits of continuing with consultation. Wanique proposes to not discuss information relative to a business contract in an open Board meeting setting.

Discussion moved to executive session.

Jessica McMorris motions to adjourn the regular meeting.

2nd: Tracy Greene.

Votes Taken:

Wanique Shabazz-Yes.

Tracy Greene-Yes.

Jessica McMorris-Yes.

Lucy LaVouille-Yes.

Tiffany Gilliam-Yes.

Melissa Fortune-Yes.

Jerilyn Bell: Yes.

-Motion Carried.

Meeting adjourned at 9:41pm

Wanique Shabazz
Board President

Date

SEVANANDA NATURAL FOOD
REGULAR BOARD MEETING NOTES

Tuesday, November 15th 2022.

Board Members Present: Wanique Shabazz, Jessica McMorris and Lucy LaVoulle.

Tiffany Gilliam present at 7pm.

Melissa Fortune present at 7pm.

Non-Board: Cheranna Dottin (Board Admin), Garland McQueen (IGM), LaDonna Redmond (Columinate Consultant)

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

Member Owners Present:

Charlie Colpitts and Barbara Smith.

Member Owner Comment

None

GM Monitoring Report

Policy III-5: Financial Planning/ Budgeting Report
Policy III-6 Financial Conditions and Activity.

GM Monitoring Report

Policy III-5 Financial Planning/ Budget.
Policy III-6 Financial Condition and Activity.
Policy III-10 Communication and Support to the Board.

Board Retreat

Board Retreat Agenda