



SEVANANDA NATURAL FOODS MARKET

REGULAR BOARD MEETING

Tuesday, April 22nd, 2025

Board Members Present: Board President Jessica McMorris, Board Member Yusuf Corley, Board Secretary Beverly Perkins, Board Member L'Angela Lee.

Board Members Absent: Board Treasurer Gregory Daniels.

Non-Board: Chris Roland (General Manager) and Cheranna Dottin (Board Admin)

Timekeeper: Beverly Perkins

Cue taker: Jessica McMorris.

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 January 2025 Agenda.

No vote recorded due to lack of quorum.

Approval of September 2024 Minutes.

The March 2025 minutes were reviewed, and edits were submitted in advance via email by the full Board.

No vote recorded due to lack of quorum.

Purchase/ Repurchase of Shares

General Manager Chris Roland reports for the month of April 2025 that there was (1) repurchase of shares from Member Owner Nadia Giordanni. Due to lack of quorum, the Board could not vote on this repurchase. Further discussion to be held in executive session.

Decisions Made by the Board Outside of the Regular Meeting

3/25/2025- 4/22/2025

Jessica read into the record all board decisions made outside of the regular board meeting in the Executive Session and through email

"See Report for Full Details"

FYI Reporting

Chris Roland, General Manager

Sales & Updates

February was great for sales with 7.7% growth. The year 2024 was a leap year, so it had an extra day (2/29). If you compare 28 days to 28 days, we experienced 11.5% growth. Store traffic was up 75 folks for a total of 18,789 customers. If you take that extra day out our traffic grew by 685 more people than in 2024. Through more than half of April we are showing 10% sales growth, with an additional 646 transactions compared to 2024. It looks like April will be another strong month for us, which is even more exciting when you see that last year April was our worst month of the year for growth.

Finances

We are caught up on our books through 2024. Gail, our new accounting support, has been amazing. We made a profit of just under 260k. We do still have some adjustments to make, making sure that all expenses are in the correct accounts, but our bottom line shouldn't change.

Personnel

Lauren, our new Grocery Manager, continues to get herself accustomed to the new position and we're starting to plot out goals.

Marketing

We have taken the step of redesigning a new "rack card" for Sevananda. Something simple for us to take to events and have at registers for folks to learn more about us. It also doubles as a membership recruitment tool. We only printed a few of these as we plan on designing something more complete later in the summer. Last weekend, we sponsored the WRFG Global Drumbeat World Music Festival, with an extensive food donation from Michelle and her team! Michelle Taber, kitchen manager, has a full team in the kitchen, which allowed her to pull this off, on the back of our Annual Meeting.

See Report for full details.

Audit Update

We have received four new accounting firm recommendations from NCG and Gail Somers. We have reached out to these four companies and are waiting to hear back. The goal will be to get some competitive quotes for multiple years of audits.

Next Update: 5/27/25

GM Policy Monitoring Updates

Policy I-1 Ends Statement

This item is in compliance with the following item out of compliance: "Innovative Sustainable Systems".

Priorities to bring this item into compliance:

Setting up better recycling practices.

Setting up better composting practices.

Setting up better food waste reduction practices

Working to transition to more responsible packaging

Reduce single use items for staff and customers

Next Update: 5/27/25

Policy III-1 Global Executive Constraints

This policy is back in compliance with the update of our financial statements throughout 2024. Chris wants to leave this report to be updated as we'll need to get our 1st quarter statements finished and turned into NCG asap.

Update: 5/27/25

GM Policy Monitoring

For the month of April 2025, the GM monitors

Policy III-6 Financial Conditions and Activity Policy Type: Executive Limitations

“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.”

Chris reports this policy as out of compliance due to: Item 4: Allow solvency (the relationship of debt to equity) to be insufficient. This will not improve overnight as it's based on paying down our debt and/or producing net income.

For the month of April 2025, the GM also monitors

Policy III-2 Treatment of Members POLICY TITLE: Executive Limitations

“With respect to interactions with member-owners or those applying to be member- owners, the GM shall not cause or allow conditions, procedures, or decisions which are unsafe, undignified, biased, unnecessarily intrusive, disrespectful, misrepresentative, or which fail to provide appropriate confidentiality or privacy.”

Chris reports this policy as in compliance.

For the month of April 2025, the GM also monitors

Policy III-3 Treatment of Customer POLICY TITLE: Executive Limitations

“With respect to interactions with consumers, or those applying to be consumers, the GM shall not cause or allow conditions, procedures, or decisions which are unsafe, undignified, biased, unnecessarily intrusive, disrespectful, misrepresentative, or which fail to provide appropriate confidentiality or privacy.”

Chris reports this policy as in compliance.

No vote taken on GM Monitoring due to lack of quorum.

Executive Limitations (EL) Policy Review

The Board did not see anything in **Policy III-6 Financial Conditions and Activity, Policy III-2 Treatment of Members & Policy III-3-Treatment of Customer** that needed to be addressed immediately by way of an Ad Hoc Committee.

Board Policy Monitoring

Policy II-3 Board Job Description
Policy Type: Governance Process
Policy Title: Board Job Description

“Specific job outputs of the board, as an informed agent of the ownership, are those that ensure appropriate organizational performance.”

After thoroughly reviewing this policy and discussing the Board reports this policy as “in compliance”.

For the month of April 2025, the Board also monitors
Policy II-5 Officer Roles
POLICY TITLE: Governance Process.

“We will elect officers in order to help us accomplish our job.”

After thoroughly reviewing this policy and discussing the Board reports this policy as “out of compliance” due to:

- Item 5 The vice-president will perform the duties of the president in her or his absence
- Item 6 The treasurer is responsible for supporting the Board in all finance-related board work.

Both items 5 and 6 are out of compliance due to their currently not being a Board vice president or secretary. The action plan would be to elect officers, which is the next item on the agenda.

No vote taken on Board Policy Monitoring due to lack of quorum.

Board Linkage (BL) Policy Review

The Board did not see anything in Policy II-3 Board Job Description and Policy II-5 Officer Roles that needed to be addressed immediately by way of an Ad Hoc Committee.

Conflict of Interest (COI) Disclosure

The Board must disclose any potential conflict of interest to Sevananda

L’Angela Lee discloses her company Honey Suckle Moon and plans to eventually become a vendor at Sevananda in the Wellness Department.

Jessica McMorris discloses having her own business.

Yusuf Corley discloses having a raw food business.

Brief Board Briefs

Board Appointment- Call for Candidates

The Board is looking to appoint Board members to fill a few seats on the Board instead of going through a full elections process. Possible candidates to be discussed.

Wellness Wednesday

Sevananda now offers educational classes on certain Wednesdays to the community. They have had a great turnout, and the next class will be Nutritional Health hosted by Wellness Manager Deborah

McCrary.

Committee Chair and Officer Reports

Annual Meeting (AMM)

The Annual Member Meeting was amazing. Set up and break down was perfect. There were a few cleanliness challenges with rental space. A debriefing document was created by the committee and reviewed by the full board.

GM Contract/ Evaluation

Nothing new to report. This committee needs to regroup, and the work needs to resume. Beverly Perkins volunteers to chair this committee. Vote to appoint Beverly as Chair tabled to a special call meeting due to lack of quorum.

Owner Engagement Committee

Nothing new to report. The committee has not met.

Bylaw Revision Committee.

Committee Chair: Jessica McMorris.

This committee's work is complete. This committee is disbanded due to completion of work. The next big project for this committee will be Board Policies. Jessica plans to check with LaDonna on this process.

Board Appointment Committee

This Ad Hoc committee goes through the process of appointing Board members. There must be a vote to form this committee, a chair must be voted on, and a charter must be created for this committee. Discussion tabled to a special call meeting.

No vote taken on Committee/ Officer Reports due to lack of quorum.

Adjournment:

No vote taken on Adjournment due to lack of quorum.

8:47PM

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Member Owners Present

Francis Renee and Laura Chatman

Owner Comments

Laura Chatman has been a member about a year but has been shopping at the Co-op since 2018. She attended the annual owner meeting and was curious about opportunities for training and workshops. She is also interested in hosting a master class here at Sevananda and wants to know the process of using the space to provide classes to the community.

Francis Renee learned about the Co-op a few years ago when his health took a dive. Ms. Deborah has helped him with his health significantly since learning about the products we offer. He is also curious about attending and offering workshops. He is a professional grant writer for CDC. He offers a unique set of skills that he is interested in offering as a committee member to the Board.

Decisions Made by the Board Outside of the Regular Meeting

3/25/2025- 4/22/2025 Board Decisions Made by Executive Session and Email Report.

GM Reporting

FYI Report

GM Policy Monitoring

Policy III-6 Financial Conditions & Activity

Policy III-2 Treatment of Members

Policy III-3 Treatment of Customers

Board Policy Monitoring

Policy II-3 Board Job Description

Policy II-5 Officer Roles

Policy II-2 Governance Style

Additional Reports

None