



September 27, 2017

# Open Meeting Minutes

## Attendance

- Board members present: Caitlin, Calvin, Janet (by phone), Jon (by phone), Kelli (arrived at 19:09), Patrick, Zara
- Board member absent: None
- Staff attending: Craig, Linda, Matt, Tim, Kirsten, Jesse, Jen, Tony, Shaun
- Owner(s) attending: Eric Creach

## Call to Order

- Open session meeting called to order 18:34 pm
- Approved adding a few minutes during meeting minute review about content of meeting minutes

## Owner Open Forum

Eric Creach was in attendance and voiced a concern during the Minutes Approval section, as detailed below.

## Strategic Conversation

## Ends Progress Report

- First ends report as we progress into the Policy Governance process

Matt provided executive summary

- Management team worked on metrics as a group effort
- It's about 80% done, but needs board feedback
- Ends are about purpose and culture, as well as key performance indicators, forecast three years into the future
- Positive feedback from the board on the form and content

Board discusses whether the report shows reasonable progress on our ends. We agree that we do, and look forward to seeing it continue to evolve.

- Jon moved to accept the operational definitions as presented in the report; Cal seconded; passed 7-0-0
- Jon moved to accept the Ends Report for FY17 as showing reasonable progress on our ends; Janet seconded; passed 7-0-0

### **Minutes Approval**

- Discussion with Eric Creach, the owner in attendance, about how much detail is needed when we reference governance policies. The secretary (Zara) agreed to include the policy names and section names, in addition to the numbers.
- July 26, 2017 Regular Meeting Minutes
- Cal moved to approve minutes; Kelli seconded; passed 7-0-0

### **Monitoring Reports**

Executive Limitation B5: Treatment of Customers – moved to October

### **Updates & Committee Reports**

Finance Committee Report

- Treasurer Summary Report – see written report
- Recent trends continuing, where year over year sales decline in Johnson County (Iowa City & Coralville)

- We need to figure out how to turn the tide on these trends for the long term

Board Recruitment – no update

Member Owner Relations Committee

- Annual Meeting on Sunday, October 22 at Terry Trueblood Rec Center, 1:00-3:00 pm; board requested to arrive at 12:00 to help set up
- Discussion about the content of the Board Café portion of the meeting

## Board Calendar – Upcoming Events

- Board officers for next year: nominated & elected in December after the last meeting and board closed out
- Calendar for the rest of the year
  - All remaining 2017 board meetings in Iowa City
  - Zara to set up an electronic calendar in Google for board to use
- Board retreat for 2018
  - Zara proposed working with a strategic planning consultant to help us as a board better define our roles as directors
  - Cal suggested using our retreat in a collaborative way with another co-op
  - Jon hesitant from the stand point that of cost
  - Janet not sure we don't have resources: for example, there are CBLD events for higher level leadership to consider; although getting someone local from our community could give us a different perspective
  - Patrick suggested we could do a mini-CBLD here
  - Agreed that Zara could look into it more and come back with a proposal
- Next board meeting: October 25, 2017 in Iowa City

- No board meeting in November

### **Meeting Adjournment**

Cal moved to adjourn; motion passed 7-0-0

Meeting adjourned at 20:06 pm