

**HARVEST BOARD OF DIRECTORS
PUBLIC MINUTES
12 SEPTEMBER 2011**

Attending: Steve Clifford, Annette Dufer, Jessica Hiemenz, Wendy Holding (via telephone), Andrew Kessel, Liz Levy, Christina Lively, Rebecca Nemece, Diane Simpson (Board administrator), Mike St. Clair (general manager) Scotland Willis (via telephone).

Absent (Excused): Tonya Johnson.

Guests: Michael Bellefeuille, Stephanie Golas, Ann Marie Healey, Cathy Hoffman, Kristin Mikolowsky.

Meeting minutes taken by Diane Simpson.

Meeting commenced at 7:05 p.m.

Member Comment

A member returned who had attended the March meeting with a group that was requesting a boycott of Tribe and Sabra products. She wanted to know what the group's options were at this time. Her group would like to put an announcement in the newsletter and a flyer near the item. She wanted to know if the newsletter announcement she wrote works for the Board. Christina assured her that the issue would be discussed in tonight's Executive Session and afterwards the Board would get back to her with the feedback she was requesting.

Patronage Rebate

At 7:10 the topic of Patronage Rebate was discussed.

Title Committee name	Patronage Rebate Committee
Purpose Why exist?	Facilitate process of declaring (or not) a Patronage Rebate and communicating that decision to members
Expectations and Accomplish	Provide information to the Board and a recommendation on whether to declare a patronage rebate for members in the previous fiscal year and provide a process and draft communications for the Board to consider, modify and distribute
Authority?	Authority is to recommend a decision to the full Board, including other options considered and the benefits of each option.
Limits to Authority?	Limits: The committee may not communicate its recommendation with anyone other than the GM and the full Board regarding patronage rebate decisions and recommendations.
Term Standing? Recurring? Ad hoc?	Until the process of declaring a patronage rebate and communicating it with members is complete. The process may not (legally) continue beyond January 15, 2012
Composition & Chair	Liz, Wendy, Scotland
Meeting Schedule	TBD
Budget Dollars? Time?	No cash budget. Time, approximately 3 to 5 hours per month until completed.

Motion: Convene Patronage Rebate Committee.

Steve moved, and Andrew seconded, the motion to convene the Patronage Rebate committee under the guidelines recommended in the worksheet above. Approved 9-0-0.

Annual Meeting Planning

At 7:16 p.m. the topic of planning the Annual Meeting came up. Christina talked about several ideas she had to make the meeting more interactive. There is a facilitator for the meeting and he also has several ideas. The MSCC came up with some ideas as well. Several ideas were briefly discussed, such as the bean-counting idea, a timeline, Co-op “Trivial Pursuit,” “Why Harvest” discussion, and directors answering questions at tables. Although no particular ideas were singled out, Christina and Annette agreed to meet with the facilitator before the meeting to discuss some of these options.

ACTION ITEM Christina, Annette to fine-tune agenda with facilitator.

Tabling Schedule

The tabling schedule was discussed at 7:27. Andrew said the Board was all set on the schedule through the end of the year, although they were short one person for Wednesday. He said he would try to recruit someone from the MSCC. He also mentioned that there was a member dinner in Cambridge this month. Christina briefly explained the member dinner to the guests.

MSCC Update

At 7:30 Andrew explained what the MSCC was currently working on. One was a strategy for identifying new members—they are going to figure out incentives and who should be contacted by whom. Christina explained what the MSCC is doing for the guests. Andrew also talked about the FAQ that the MSCC is putting together. He handed out a copy of it at the meeting. He said the plan is to use it on the website. He said it will be a working document and that the MSCC needs to prioritize and trim the text a little bit. He requested that the Board study the document and let him know if they had any objections to anything. Although the FAQ was substantially similar to what appeared in the packet, there had been a few updates.

ACTION ITEM Andrew to share the FAQ with everyone.

Liz (former MSCC chair) explained that the FAQ will be done in cooperation with Chris Durkin, so it does not need Board approval. She also noted that the other thing the MSCC is doing is a design contest. MSCC has picked designs for tote bags by voting on Facebook. They will pick the winning designs at their next meeting.

A director noted that it was important to add the following question and answer to the FAQ: “Why do you shop at the co-op? Because money stays in the local community.”

Minutes Approval

Motion: Approve July Member minutes.

Steve moved, and Jessica seconded, the motion to approve the July Member minutes.
Approved 6-0-3.

Motion: Approve August Member minutes.

Steve moved, and Christina seconded, the motion to approve the August Member minutes as amended (removed extra "a" on page 1). Approved 6-0-3.

Motion to Close

Christina moved, and Rebecca seconded, the motion to close the Member meeting.
Approved 9-0-0.

The Member meeting closed at 7:38 p.m.

Action Item Summary

ACTION ITEM Christina, Annette to fine-tune agenda with facilitator.

ACTION ITEM Andrew to share the FAQ with everyone.