

**HARVEST BOARD OF DIRECTORS
PUBLIC MINUTES
7 OCTOBER 2013**

Attending: Eva Amanda Agudelo, Matt Auerbach (via telephone), R. Wayne Clark, Stephanie Golas, Arash Kani, Dave Madigan, Leah Madsen, Diane Simpson (Board Administrator), Stephanie Souza, Mike St. Clair (General Manager, via telephone).

Meeting minutes taken by Diane Simpson
Guest: Amanda Fish
The meeting commenced at 6:44 p.m.

Vote Key

Votes are recorded in this order: For, Against, Abstaining.

Announcement

--A Board candidate withdrew.
--This means it will not be a contested election.

Agenda Review

Board Monitoring will be moved to Executive session.

Member Comment

Stephanie: Excited to see another flyer & round of coupons.
Mike: 10-11,000 direct mailers sent out to the south of the store.

Minutes Approval

No changes were made. Two directors had been absent last month so they abstained.

Motion: Approve September Public Minutes. Motion moved and seconded. Approved 6-0-2.

Tabling

Stephanie had a great tabling session last month at South Street. She spoke about some of the conversations. Lots of positive feedback!

Tabling ideas: Need to talk up the annual meeting at tabling sessions.

ACTION ITEM Tabling: Dave & Wayne at Cambridge; Leah at South Street; Stephanie & Matt at Arboretum.

MSCC update

--Usually by Chloe
--She ran an event on the 26th

- Covered the events previously discussed; speakers, tours; member involvement
- A nutritionist on board (from NH); this is set up for November (Chloe to work with Chris)
- Talked about other groups that can offer speakers: Tufts, Northeastern
- Potential topics: Social entrepreneurship & co-ops
- Wayne to make some connections (continuation of Action Item from last month)
- Plan is to have an event every other month
- The MSCC meeting consisted of Wayne, Chloe, and Chris

ACTION ITEM (All) if anyone can think of connections or potential speakers for MSCC, let Chloe know.

ACTION ITEM Stephanie, Chris and Chloe to work on a presentation about the MSCC for the annual meeting.

Co-op Faire

Fourteen groups attended, among them:

- Boston Building Resources
- BACH Student Housing
- Boston Community Co-ops
- Next Step Living
- Mission Hill Food Co-op
- BASEN (*Boston Area Solidarity Economy Network*)
- Equal Exchange
- Progressive Asset Management
- Harvest
- Greenovate Compost
- Cabot Cheese

Faire Overview:

- Somewhere between 50-100 people came
- It will be on October 6 next year.
- They came close to being in Davis Square.
- Weather was great!
- A few organizations did not come:
 - o CFNE
 - o Red Sun Press

ACTION ITEM Wayne will hold an in-person meeting soon of groups that might be interested in doing the Co-op Faire next year.

Mike asked how the store could help or if it could change anything to make it smoother if it were held on site next year.

There were a few suggestions:

Equal Exchange could have used the outside electrical outlet for a coffee maker.

The Faire could have used the space at the back end of the parking lot and the grassy area.

Mike responded that perhaps the landlord will open that space up for us, however, we would need additional insurance. It needs to be cleaned up a little.

Global Ends

The Global Ends establish the reason for Harvest's existence and state the specific outcomes the Board wants to achieve. Stephanie wanted the Global ends to be approved in time for the annual meeting. She requested comments tonight. One of the directors would like an "end" that is geared toward members. The Board advisor had said that members want to be part of a community, and therefore it might not be necessary to put in an "end" specifically for members.

A guest, Amanda Fish (a manager from Harvest South Street store) arrived at 7:13 p.m. She asked what the "ends" were and the Board explained them. They are meant to be a little vague so it gives the GM some wiggle room to interpret them.

The directors discussed and commented on each of the "ends."

1. Community

Create a welcoming shopping experience and a vibrant community for members, customers and staff.

What do we mean by "vibrant"?

- A lot of people working together
- The term "lively" was popular as a synonym
- Some commented: "We need clear language."
- People having a joyful shopping experience at Harvest
- "Engaged, involved, and active," were also mentioned

2. Products

Offer healthy and sustainable products with an emphasis on organic, fair trade and local at a reasonable price.

What do we mean by "emphasis"?

- More involved in giving better shelf space to people who are local, organic, fair trade...
- What do we mean by "reasonable price?"
- Mike asked how this would be interpreted in five years when none of the current Board members are here
- Comment: A blackboard at Wheatsville keeps a tally for members as to what percentage of sales they have for local, organic, and fair trade items

3. Co-op Business

Educate our members, customers and staff about the cooperative business model.

- The Board advisor thought that this one sounded more like a "means" than an "end"
- Comment: We should be promoting the co-op business model...we should be able to go to lots of different venues and talk about it
- Comment: It means specifically cooperating with cooperatives as well as promoting them within the business community
- Comment: It could mean supporting or participating in a more local cooperative community

4. Environment

Have a light environmental impact on the world.

- A director thought this was too vague
- "Be the best possible environmental stewards"
- "Be the best environmental citizens in our business practices"

- “Be a leader in: citizens...leaders...environmental...”
- “Promote...work with other groups to have a lower impact on the environment”
- “Promote, educate, and demonstrate environmental responsibility”

5. Employees

Create a positive work environment for employees while providing a living wage in a fair and respectful workplace.

- Employees have the most interactions with members
- Fair employment is an integral part of co-ops in general
- Comment: Something on members and shoppers is important because there’s nothing in here about how we relate to the customer

There was a long discussion about the meaning of the term “living wage” and how that would impact the finances of the co-op. A director mentioned a worker co-op in San Francisco that pays a living wage. (Harvest is a consumer co-op.) The general manager said that there are many definitions for living wage in various economic models. One version is below.

Hourly Wages	1 Adult	1 Adult, 1 Child	1 Adult, 2 Children	1 Adult, 3 Children	2 Adults	2 Adults, 1 Child	2 Adults, 2 Children	2 Adults, 3 Children
Living Wage	\$12.65	\$25.96	\$32.85	\$41.42	\$17.35	\$21.00	\$22.40	\$25.88
Poverty Wage	\$5.21	\$7.00	\$8.80	\$10.60	\$7.00	\$8.80	\$10.60	\$12.40
Minimum Wage	\$8.00	\$8.00	\$8.00	\$8.00	\$8.00	\$8.00	\$8.00	\$8.00

ACTION ITEM The three directors on the Global Ends Committee will start convening. One last round of comments and then the Board will vote.

Annual Meeting

The Board will decide on the basic flow of things and Pat Gray will facilitate. Stephanie handed out copies of the revised co-op bingo chart and reviewed the agenda.

ACTION ITEM Arash will work with Mike on the Treasurer’s report.

There will be “table talks” where the people at a table pick the top 3 questions to submit. No R.S.V.P. is being requested, but we can get an estimate of potential attendance on Facebook. Mike commented that we usually get 70-100 people.

ACTION ITEM Stephanie will get in touch with Chris about getting administrative privileges to Facebook.

ACTION ITEM Wayne will create a presentation about why people should get involved in their co-op (other ways than MSCC).

ACTION ITEM The Board members who are giving presentations will send them out to the Board within the next week.

ACTION ITEM Stephanie will make sure Chloe gets the MSCC report done in time to send out for Board review.

ACTION ITEM Everyone: Get to the Annual Meeting by 5:45 p.m. so you can greet people.

ACTION ITEM Stephanie will send out the rundown and the spreadsheet for people to sign up (for tasks at the annual meeting).

Board Training

It should be a meaningful set-aside period of time in which directors can give training and hear questions from new board members. Wheatsville Co-op training is 6 hours long.

Some of the items to be covered:

- When Board meetings happen
- Email accounts
- Contact list

The Board advisor said as many Board members as possible should attend.

Suggestions:

- Have introduction to Harvest History
 - Have general manager address the Board and talk about their expectations*
- *This last one could happen at the annual meeting.

ACTION ITEM Stephanie will come up with some dates for the Board training and send them out.

Website Redesign

Eva showed a demo of the new site. There will be new photography and a section for membership. There is no online application yet. The website is still in the design phase.

Question: Can store employees give feedback on the website? (Answer: yes—they can talk to Chris Durkin.) Eva explained how the Board became involved in shaping the website

Question: Will the design of this be related to the design of the weekly newsletter? (Answer: yes, newsletter branding should match the site.)

ACTION ITEM Eva to make sure Chris Durkin gets the website graphics to incorporate into the newsletter.

ACTION ITEM Eva to check and see if Harvest will get a style guide along with the website.

Motion: Close the public session. The motion was moved and seconded. Approved 6-0-0.

(Two directors had temporarily left the room.)

The public meeting closed at 8:29 p.m.

Action Item Summary

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PUBLIC

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