

**HARVEST BOARD OF DIRECTORS
PUBLIC MINUTES
8 JULY 2013**

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

Meeting minutes taken by Diane Simpson

Guests: Ann, Kashif, Zee, Gabriel
Meeting started at 6:44 with introductions.

Agenda Review

MSCC item was rolled into the election update
After election update: talk about committees and “Ends”
No other ideas voiced at this time.

Member Comment

A director asked if the guests had specific questions.
Kashif: More outreach needed to get members--many people do not understand the concept. A table there with someone to talk to shoppers. (He just became a member.) Stephanie explained the member appreciation days and also explained that Harvest is working on an updated website. Members have commented while directors are tabling: “DON’T close this (little JP) store!” Stephanie heard same thing at Eggleston Square farmers market.
A guest had a question about how many stores the Board oversees. (Three)
Wayne announced that the Co-op Faire will be on Oct 5, between 10-2 but location is has not been determined yet. No Board support needed at this time. May need money if there is a charge.
Eva arrived at 6:55 p.m.

Minutes Review

Motion: Approve June public minutes. The motion was moved and seconded. Approved 7-0-1.

Mike arrived at 6:57 p.m.

Tabling Debrief

One of the directors used a very creative technique to get feedback on what members would like to see on the website: took apart paper bag and asked members to write on it. There was a very strong response.

Gabriel arrived at 7 (guest). He works in Cambridge store.

Tabling schedule this month:
 Stephanie and Dave: Cambridge
 Stephanie and Eva: little JP
 Leah: Arboretum

The directors discussed possible themes or questions.

- What is their experience at Harvest?
- What is the best thing about Harvest?
- What is one thing Harvest can do better?

CCMA Update

Wayne passed around a packet of items he collected.
 He explained what CCMA is. (Consumer Cooperative Management Association)
 Only food managers in NCGA (National Co-Op Grocers Association) came.
 They are starting to create regional associations and Boston may be the next one.

- Founded around 1937.
- Used to be Co-op league of the USA. (CLUSA)
- Kept CLUSA for International work. Now known as NCBA/CLUSA.
- Ran the Co-op Hall of Fame.
- Hosted national co-op housing assn.
- They are also involved with the ICA.
- ICA maintains the co-op principles.

One co-op had 20 people running for the board.
 The food co-op initiative--trying to develop food co-ops.
 Their idea is you have to be a store or a member of NCGA.
 NCGA has an agreement with UNFI to guarantee the purchases of the member stores.
 (It's a contract.)
 Wheatsville is opening a new store. It is BIG. (20,000 s.f.)
 Also visited Black Star co-op brewery.

ACTION ITEM Wayne to write up a brief overview of CCMA for the minutes.

ACTION ITEM Wayne to review the program and try to come up with specific takeaways for Harvest.

Elections

The election committee chair had no updates.
 Stephanie reported couple of positive developments:
 Rose Marie (Board Advisor) knows someone who is relocating to Boston.
 Also: someone is moving here from Merrimac Valley. (They are on a co-op board there.)
 The Board discussed open seats and how to get more elected people but also work toward Board stability and continuity.

MSCC

The Membership and Social Concerns Committee used to have a monthly meeting that was held in various places around Boston/Cambridge. They just started a speaker series.

- Stephanie recommends the Board appoint Chloe as MSCC chair.
- Stephanie to stay on as her liaison to the Board.
- Board members voiced no objections to offering that role to her.
- Stephanie to ask her to come in August and at that time they will present a work plan.
- Suggestion: Harvest could arrange a tour of one of our suppliers once a month.

Member Comment

Gabriel said his coworkers are not very invested in the co-op mission.

He wanted to know why is Harvest a consumer co-op rather than a worker co-op.

ACTION ITEM Wayne to chat with Gabriel via email.

Stephanie explained the “ends” and what they do with them.

The Board discussed why they are involved with the co-op.

Policy Review

The Board administrator reviewed the policy recommendations. There are two types of policies: Monitoring policies, which are used to monitor aspects of the Board and General Manager’s performance; and Administrative policies, which govern how the Board does its work. Because there seemed to be some confusion around the two types of policies, the Board Administrator proposed to reorganize how they are presented. The Administrative policies would be appended to the Policy Register with a brief introduction. Any of these policies that are currently in the Board Manual would be moved out of the manual and into the appendix of the Policy Register. In the course of performing this task, the Board Administrator found some policies related to MSCC that probably should be archived at this point, because MSCC is not operating the same way as it has done in the past. Lastly, the Board Committee Worksheet should be added to the Board Manual so that new Board members will understand how the Board gets its work done.

The directors discussed the endorsement policy, which they thought was more complex than what is needed right now. Suggestion: Board should define general guidelines. A committee could quickly rewrite the language. A guest announced she was leading a coalition to oppose the Atwood Square development and might request Harvest’s endorsement.

ACTION ITEM Leah to work on rewriting the endorsement policy in October.

Motion: Accept new structure and wording about policies. The motion was moved and seconded. Approved 8-0-0.

Committees

The “Ends” committee consists of: Leah, Stephanie, and Eva.

Question: Is there the capacity to restart it?

ACTION ITEM Ends Committee will have something to discuss for August.

Stephanie reported that the relationship is solidified with Egleston Sq. farmers market—it is \$50 for sponsorship table. (Pays youth to work at the farmers market.) Chris Durkin is in contact with Roslindale farmers market and trying to get in there as well.

Suggestion: JP New Economy transition would be a good thing to get involved in.

ACTION ITEM Stephanie for August to talk to JP New Economy transition to get them to bring their stuff to the market.

8:11 A director stepped out for a minute.

Website Redesign

Mike gave an update on the website redesign process. He interviewed four website developing companies. They met with the IT department as well as Chris Durkin and Marc Cutler. All gave presentations. The winnowing process and reference checks start now. Tentative launch date is September first but website does not need to be completed and unalterable at that point.

Question: How and who are they going to engage with the Board? Mike wants a person or persons to stay very closely in the loop. If they have questions about what the Board wants to see, that person would answer the questions.

The Board discussed the idea of having a liaison vs. having a committee, and decided to go with a liaison. Eva is willing to be the liaison and she would also like to see the proposals.

Suggestions:

- Quilted-- a worker co-op that develops websites.
- Have liaison but have all Board members contribute.
- Have something developed by the member meeting.
- Allow a certain number of revisions at each part of the design project.
- Brevity important on websites.

ACTION ITEM Eva to be the liaison on the website rebuilding project.

ACTION ITEM Eva to talk to Wayne about the website.

Board monitoring

Arash reported that the comments were all pretty positive.

Nothing stood out that the Board needs to address.

Most comments were on perpetuation issues.

Motion: Accept Monitoring Report Summary: C6-C7: Officers' Roles and Committee Principles. The motion was moved and seconded. Approved 8-0-0.

Motion: Close the public meeting. The motion was moved and seconded. Approved 8-0-0.

The Public Meeting closed at 8:35 p.m.

Action Item Summary

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ACTION ITEM Wayne to review the program and try to come up with specific takeaways for Harvest.

ACTION ITEM Wayne to chat with Gabriel via email.

ACTION ITEM Leah to work on rewriting the endorsement policy in October.

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