

**HARVEST BOARD OF DIRECTORS  
PUBLIC MINUTES  
5 AUGUST 2013**

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

Meeting minutes taken by Diane Simpson  
Absent, excused: Matt Auerbach  
Guest: Claude Hemrick (Board candidate)  
The meeting commenced at 6:44 p.m. with introductions.

**Vote Key**

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

**Agenda Review**

Election update changed to 5 minutes

**Member comment**

Stephanee saw a very interesting program at another co-op (partnership discount program) and would like to see if we can bring it to Harvest.

**Minutes Review**

Board Administrator to take out the line *“This section will change when Wayne’s overview comes through, after “CCMA Update”.*

**Motion: Accept July public minutes.** The motion was moved and seconded. Minutes approved as amended. 7-0-0.

**Tabling Feedback**

The Board felt that having vendors in the front door space conflicted with their tabling efforts. They should be the ones greeting people as they walk in the door, as they are responsible for the overall operation. The directors liked the idea of having members write something down. Unfortunately, gathering of materials for Board tabling is a bit haphazard.

**ACTION ITEM** Stephanie to notify Chris that the Board will be tabling at all three stores so that he will have the materials ready.

**ACTION ITEM** Stephanie to ask that Chris not have vendors tabling at the door.

Assignments

- Dave will be at Cambridge
- Wayne will do Arboretum
- Matt might do South Street

Mike joined the meeting at 6:58 p.m.

### MSCC Update

- They would like to have a recorder to report on what things work and what things do not.
- Need to track costs to know what they need for a budget next year.
- Chloe is thrilled to be the chair of MSCC.
- Leah will brainstorm ideas with her in September.
- Chloe said the first event went very well.

Chloe would like to reinstitute MSCC monthly meetings. Wayne will attend.

Harvest does not have a portable projection screen, but Wayne does.

**ACTION ITEM** Chloe will try to organize an MSCC meeting for September.

**ACTION ITEM** Stephanie will make sure it gets into the newsletter. (by August 20)

### CCMA

Wayne has not had a chance to go through the items and pull out things relevant to Harvest. Also, he missed 10 hours of work due to attending the conference, and he was hoping Harvest could cover that. The Board discussed this issue and tried to figure it out. Usually Harvest does not cover Board work expenses. Wayne suggests putting this on a future Board agenda.

**ACTION ITEM** Stephanie will put covering Board work expenses on a future agenda.

### Elections

There was an idea presented to create a referenda on whatever policy the Board wants to consider every year in conjunction with Board elections. (Example: new store locations)

Two reasons:

- 1) Gives another reason for members to vote.
- 2) Gives the Board another reason to ask members for feedback.

One director commented that it sounded like a poll, and another director commented that it's always good to build some activity into the annual meeting.

**ACTION ITEM** Wayne will write up the election/referenda idea as a proposal for the next meeting.

### Global Ends

The "Ends" committee started working on this at the retreat in March. Stephanie presented Ends Policies from Eastside Food Cooperative and La Montanita Food Cooperative for study and discussion. The manager and his team try to fulfill the ends through their work for the co-op.

Below is the draft Ends Policy created by the "Ends" committee:

Draft of Global Ends 07/31/13

1. A welcoming shopping experience and vibrant community for members, customers and staff
2. Transparent, values-based decisions – healthy and sustainable options
3. Educate our members, customers and staff re: cooperative values – the cooperative difference
4. Organization that provides members, customers and staff with a voice
  - a. What voice?

- b. What does the voice do?
  - c. Who is the voice talking to?
  - d. What do they do with their power as members?
  - e. Involvement in the process
  - f. Cooperative participation
  - g. “To provide an example (to be a model) of democratic participation cooperation and involvement that has an impact”
5. Stronger local food system
  6. Have a light impact on the world.
  7. Providing and facilitating equitable access to reasonably-priced foods and other products that contribute to a healthy lifestyle.

A director commented that we should not be limited by the co-op principles--we might want to go beyond them and include some of our own values.

**ACTION ITEM** Stephanee to send the link to the Ends policies to the other Board members.

**ACTION ITEM** Stephanee and Leah to continue working on the ends. The Goal is to have something completed by the annual meeting.

**ACTION ITEM** Stephanie to put Global Ends on the agenda for the September meeting.

**ACTION ITEM** Stephanie to sent Stephanie and Leah Rose Marie’s email address.

### **Website Redesign**

Mike and his team had already narrowed the vendors down to 2. The Board had suggested a co-op web design firm, but they came in much higher than the other proposals. It appears that the Board will get many of the things they had suggested at the last meeting.

- 1) Moderated listserv and discussion board—very complicated.
  - Someone would have to moderate
  - This would be a “phase 2” kind of thing
  - Requires heavy-duty programming
- 2) Send emails to specific person: Yes—web form.
- 3) Ability to place special orders—definitely doable. Will be linked to co-op deals.
- 4) Ability to check membership status and equity—complicated but possible.
- 5) Sign up to be a member online and renew membership online—possible
- 6) Be able to look at your purchase history—possible
- 7) Videos—possible
- 8) Better photos of the stores

Mike reported that the web firm didn’t say they could NOT do any of the items.

Harvest cannot do special orders for members only due to UNFI contract.

A guest recommend the “Rawfully” co-op website.

The launch date will be in the beginning of September.

The site will have “responsive design” which means it will change shape for all devices.

The web site will have links to Facebook, and it will have the same logo.

Smartphone apps had not been discussed but Mike said they could put it on the agenda if it becomes an issue.

**Monitoring Report**

Board Training generated the most comments. They discussed “Training and the lack thereof.”

- Retreat was great but doesn’t provide necessary foundation for Board work.
- The difficult transition from one Board president who then left to another one made it hard to do the training.
- Too much shuffling around.

**ACTION ITEM** Diane to send Stephanie suggestion to set up the Board orientation meeting before the election is over.

Board members running for re-election need to fill out and submit the packet. The Board discussed the election procedures, and they will need to formally vote on them.

**ACTION ITEM** Stephanie to make setting the election procedures a formal agenda item.

**ACTION ITEM** Stephanie to ask Chris to funnel more member comments to Board and Chloe.

A director thought the Board was wasting time and should instead be studying the policy and rewriting it. He recommended:

- 1) Review the specifics before voting
- 2) Take a poll of the directors as how the Board is accomplishing that policy
- 3) If something gets 3’s make proposals about what the Board is going to do

The Board did not agree that they had not addressed the issues raised by the monitoring report.

**ACTION ITEM** Stephanie will come back to the October Board meeting with an orientation proposal.

**Motion: Close the public session.** The motion was moved and seconded. Approved 7-0-0.

The public meeting closed at 8:24 p.m.

**Action Item Summary**

**ACTION ITEM** Stephanie to notify Chris that the Board will be tabling at all three stores so that he will have the materials ready.

**ACTION ITEM** Stephanie to ask that Chris not have vendors tabling at the door.

**ACTION ITEM** Chloe will try to organize an MSCC meeting for September.

**ACTION ITEM** Stephanie will make sure it gets into the newsletter. (by August 20)

**ACTION ITEM** Stephanie will put covering Board work expenses on a future agenda.

**ACTION ITEM** Wayne will write up the election/referenda idea as a proposal for the next meeting.

**ACTION ITEM** Stephanie to send the link to the Ends policies to the other Board members.

**ACTION ITEM** Stephanie and Leah to continue working on the ends. The Goal is to have something completed by the annual meeting.

**ACTION ITEM** Stephanie to put Global Ends on the agenda for the September meeting.

**ACTION ITEM** Stephanie to sent Stephanie and Leah Rose Marie’s email address.

**ACTION ITEM** Diane to send Stephanie suggestion to set up the Board orientation meeting before the election is over.

**ACTION ITEM** Stephanie to make setting the election procedures a formal agenda item.

**ACTION ITEM** Stephanie to ask Chris to funnel more member comments to Board and Chloe.

**ACTION ITEM** Stephanie will come back to the October Board meeting with an orientation proposal.