**Harmony Co-op Board of Directors**

**Minutes May 25, 2022**

**Present: Rita, Tom, Leanne, Natalie, Jan, Angie, Mary, and (Diane and Kathryn via Zoom)**

**Staff: (Colleen via Zoom) and Rhonda**

1. **Call-to-Order: 6:00pm at Harmony Community Kitchen**
2. **Check In: Commitment to the growth of people**
3. **Consent Agenda**
	* **March minutes – APPROVED.**
	* **April minutes – APPROVED.**
	* **Agenda**
4. **Governance**
	* **B4 (Financial Condition) Questions?**
		1. **Board had been asked to read the B4 Policy prior to the meeting. Rita asked if anyone had questions. Discussion about nature of the clunky wording.**
	* **Board Narrative – Colleen communicated with the Board re personnel budget. Board agreed that Colleen could take actions that might temporarily put the personnel budget out of compliance. Currently, that line item is in compliance, but the store is understaffed.**
	* **Buyback of Class A Stock #498 due to death of owner – APPROVED.**
	* **B4 (Financial Condition) - IN COMPLIANCE.**
	* **B6 (Communication and Counsel to the Board) - IN COMPLIANCE.**
	* **B7 (Management Succession). Colleen shared the new Organizational Chart and discussed responsibilities of the Ops Team - IN COMPLIANCE.**
5. **Relationship with Owners**
	* **Plans for Summerfest Owner Engagement**
		1. **Summerfest to be held July 22, 2022 from 5-7:00pm. Board members were asked to show up at 4:30pm for picture retakes and to get oriented for the evening. We will talk more at the next BOD meeting about what we will be doing at the event.**
	* **August and November Newspaper Articles**
		1. **Natalie expressed interest in working on these. Rita will follow up with her separately.**
6. **Language Change on Owner Ballot**
	* **At the Annual Meeting, Kathryn noted that the language was confusing on the owner ballot. Kathryn, Diane and Leanne volunteered to work on it and bring a revised version to the BOD August meeting.**
7. **Onboarding, Board Development & Recruitment**
	* **Financial Tutorial (5:30-6:00pm)**
		1. **Board thanked and complimented Tom on the financial tutorial that he led.**
	* **BOD Candidate Contact**
		1. **Rita advised the Board that she’d been contacted by Tiffany Ryan asking about joining the BOD. Rita had a Zoom meeting with Tiffany to describe Board role and will follow up with her for the Fall recruitment event.**
	* **BOD Succession/Shadowing -**
		1. **This will be an opportunity for members to learn about the various roles on the Board and to provide for succession planning. This topic will be on the June agenda for members to choose what roles they’d like to shadow.**
	* **What do new and seasoned Board members need?**
		1. **Discussion re how difficult it is to hear in the Community kitchen. Board will be looking into a quieter space to hold future meetings.**
8. **Board and Director Roles re: Communication**
	* **Need for additional Board communications?**
		1. **Nothing specific was mentioned. Rita will keep this question open.**
9. **Everyone Welcome**
	* 1. **Rita asked Colleen to open our discussion with what Colleen’s request for the Board is and how the store is approaching Diversity, Equity and Inclusion (DEI). Colleen explained that her operations and management teams are doing DEI training. Colleen feels training is important for the future of Harmony.**
		2. **Board discussion was robust. Some members have experienced DEI training in the past – some positive, some negative.**
		3. **Rita will be talking to a Co luminate Consultant and will report back at the next meeting.**
10. **Culture of Care**
	* **Topic tabled due to time. Board will discuss next month.**
11. **Wrap up**
	* **Jan – Process Reflection.**
	* **Kathryn – Group photo and summary for website.**
	* **Next Board meeting is June 29, 2022 at 6:00pm at Harmony Community Kitchen.**
	* **Meeting Adjourned at 8:00pm.**

**Rhonda Lokken, Board Administrator**