

Minutes of the Wednesday, March 1<sup>st</sup>, 2017 Friends & Farmers Cooperative Board of Director Meeting  
Penn State Land and Water Research Building

**Board Members in Attendance:** President Jeremy Bean, Vice-President Chris Rand, Treasurer Daryl Sinn, Michael Pipe, Roy Sletson, and Sara Spock-Carlson

**Board Members Excused:** Neal Carlin, Casey, and Meg

**Staff:** Stacey Budd, Jenn Landry, Alicia Leitch, Raylene Demorset.

**Guests:** John McDermott, Sally McDermott, Betsy Green

Jeremy Bean (JB) called the meeting to order at 7:07pm. Attendees introduced themselves.

JB asked for any old business. JB noted that February's minutes are available on the website.

#### 1. Meetinghouse Lease

Daryl noted that he and Sharon have corresponded several times and the discussions about locking down an agreement still is a work in progress. Alicia Leitch (AL) asked if the Meetinghouse is the space that the Friends & Farmers Cooperative (F&FC) want to continue using. Jeremy Bean (JB) suggested that the F&FC continue with a month-to-month contract with Taproot Kitchen until the Membership meeting that will discuss the future of the F&FC. Other members added their views on different locations of the F&FC and the pros and cons of staying at the Meetinghouse.

Motion by Chris Rand (CR) to not have the F&FC sign a new lease but authorize Daryl Sinn (DS) to negotiate with Taproot Kitchen up to \$710 a month. Sara Spock-Carlson (SSC) seconded the motion. Motion passed unanimously.

#### 2. New Board Member Announcement

Jeremy asks that we send a communication to membership announcing our two new board members and adding their bio's to the webpage. Stacey agrees to work on that communication.

#### 3. OLM Plan

Staff has worked on a draft OLM plan. Board members have also added input. In April, an announcement will be made regarding a Membership Meeting with several options about the future of the F&FC. The Board will take the feedback and consider it as the F&FC moves forward. The Board, staff, and guests discussed price points on the OLM. Multiple members expressed concerns that some products are too expensive and may discourage customers from shopping the rest of the OLM. Roy Sletson (RS) is still interested in holding a vendor meeting but is willing to wait until after the Special Membership Meeting.

#### 4. Special Meeting

A discussion occurred about the topics that might come up for discussion at a special meeting. Betsy Greene (BG) talked about the need for more communication regarding decisions that are in front of the Board and the challenge of recruiting volunteers and membership. John McDermott (JM) echoed BG's

comments about improving the communication between the Board and membership. JM encouraged the Board to search for best practices from other cooperatives. Jeremy Bean and Stacey Budd discussed ways the Cooperative have reached out to other cooperatives and have learned from them.

A discussion occurred on the date/time/location of the Special Meeting. Several dates were considered and Sunday, April 23 was identified as the date of the Special Meeting. A time and location will be narrowed down in the coming days. Per the F&FC By-Laws, the membership will be given at least 10 days' notice of a meeting. The Board will be meeting on Wednesday, March 15<sup>th</sup> to discuss more details regarding the Special Meeting.

The Board discussed several methods of outreach to invite the members to the meeting including phone calls, emails, social media, etc.

#### 5. Retail Online Market

Roy Sletson distributed a draft model for ROLM Order Processing.

#### 6. Insurance Issues

A discussion ensued about the coverage our volunteers have under our current insurance coverage. DS moves to approve spending \$250 a year volunteer medical coverage through Kapatoes. Roy seconded the motion. Unanimously approved.

#### 7. The Granary is closing and the staff will be checking into acquiring their equipment.

#### 8. Reapplying for the LFPP

Staff will look into the Farmers Market and Local Food Promotion Program and report back to the President.

The Board entered into Executive Session at 9:02pm to discuss personal matters.

The Board exited from Executive Session at 9:18 pm.

Chris Rand made a motion to extend Stacey Budd's contract for an addition two months March and April 2017. Seconded by Roy Sletson. The motion was unanimously approved.

A motion was made by Sara Spock Carlson to adjourn at 9:20pm and seconded by Daryl Sinn. Unanimously approved.

Minutes submitted by Michael Pipe.