

Minutes of the Wednesday, April 5th 2017 Friends & Farmers Cooperative Board of Director Meeting

Meetinghouse, 318 S. Atherton St., State College, PA 16801

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

Board Members Excused: Neal Carlin

Staff: Alicia Leitch

Guests: None

Jeremy Bean called the meeting to order at 7:07pm.

Jeremy noted that March's minutes are available on the website.

The Board discussed the Communication Plan to get members to the Special Membership Meeting (SMM).

Begin reaching out to members over the phone/email with the script encouraging them to attend. All members will be entered into Google Sheet and as they are contacted, they will be marked on the Google Sheet.

Chris Rand is going to reach out to Stacie to check in on her reaching out to members.

Board discussed getting former board of directors to help with recruiting members to attend the SMM.

The Board discussed the location of the meeting and the preparation needed for the SMM.

The Board discussed the possibility of having a non-board of director facilitate the SMM and take notes of the SMM.

Reviewing the documents, update on financials, vision of organization, thoughts from staff about the online market, and a healthy amount of time for questions and answers.

There will be an opportunity for members to provide feedback via online voting through 123contactform.com. Sara Spock-Carlson explained the process for how the survey would be filled out. The Board also decided to have a paper feedback form for members to submit comments and vote on the future direction of the Cooperative.

The Board discussed if vendors would be able to attend the meeting. The consensus would be that since this is a members' meeting then the vendors that are members would be able to attend.

The Board discussed the documents that would be available at the SMM. Jeremy noted that members were sent an email that included a way for members to request documents including financial statements and the staff's Online Market proposal.

The Board will reschedule the May Board meeting from Wednesday May 3rd to Wednesday May 17th to better align with the timeframe for members to submit feedback from the SMM.

The LFPP grant for could not be submitted due to technical errors however Michael Pipe will reach out to a federal legislator to see if there were chronic issues that would have elongated the window to submit. Michael will work with Chris and Jenn Landry to get further information if needed.

The Board excused Alecia at 8:05pm and thanked her for her work.

Chris motioned to go into Executive Session to discuss personnel matters and Sara seconded the motion at 8:05pm.

The Board came out of Executive Session at 8:56pm.

Roy motioned to extend Alecia's contract through May 2017 and Jeremy the latitude to discuss with Alecia what to do at the end of May to continue her employment through September at minimum. Seconded by Meg.

Chris motioned to adjourn at 9:04pm and Roy seconded the motion. The Board meeting was adjourned.