

Meeting Minutes for Weaver Street Market's Board of Directors

June 2020 Meeting

Monthly Board Meeting, June 10, 2020, Online Conference, 6:30 pm to 8:40 pm

Directors present: Ruffin Slater (general manager), Alice Ammerman (consumer owner, treasurer), David Bright (consumer owner), Glenda Clare (consumer owner, secretary), Jon McDonald (worker owner, chair), Linda Stier (consumer owner), and Charles Traitor (worker owner).

Others attending: Mark Goehring (facilitator), Brenda Camp (notes), Sara Carter (consumer owner), Jameson Fuller (worker owner), Portia Hackett (worker owner), Allannah Hines (worker owner), Makeda Ma'at (consumer owner), Evan Remick (worker owner), Breana Staley (worker owner), Philip Taff (consumer owner), and Peg Todloski (worker owner),

1. Preliminaries

Agenda: There were no agenda updates.

Minutes: Minutes from the May 13, 2020 meeting were approved.

Decision: Minutes from the May 13, 2020 meeting were approved.

2. Events of Last Week

Jon McDonald, Board Chair, described the death of George Floyd and the subsequent protests as presenting the co-op with an opportunity to do the hard work in the areas of diversity, equity and inclusion (DEI). He observed, "As a Board we have touched briefly on these ideas, but we've never taken the step of owning our need to seek help in learning to identify our own privileges and biases that keep us from actively opening and expanding the tent of who belongs at Weaver Street." McDonald reported on the communications and interactions with workers and with consumer owners. Ruffin Slater described a People of Color council being formed (with four members attending the meeting).

The Directors discussed different perspectives on diversity training. Several questions were identified for further discussion, including What does the Board want to accomplish with the training? Who is appropriate for leading white people in diversity training? What actions are needed for real change? What processes and systems would succeed in achieving what the Board wants to accomplish and move the Board toward action?

3. Board Business

Board Budget Update

Alice Ammerman, Treasurer, presented a Board Budget Update through FY2020 Quarter 3.

Approve Revised Call for Candidates

Brenda Camp presented a revised Call for Candidates updated for changes related to the pandemic, including an online Candidate Orientation Session instead of an in-person meeting. A sentence about online voting was removed to revisit later when more current information would be available on pandemic precautions.

Retreat Agenda

The Board Directors discussed a second June meeting in two weeks to discuss details and intents for the Board retreat.

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Decision: The Board approved changes to the revised Call for Candidates.

Decision: The Board will meet online Wednesday, June 24, 6:30 to 7:30 pm to further discuss intents for the retreat based on what's been explored.

Decision: The Board's July 8 retreat will be online from 10 am to 3:00 pm.

4. GM Reports

The General Manager provided an update on the co-op's responses to the pandemic crisis since the May 13 Board Meeting. The report, as shown below, was organized around relevant Board Policies.

Workers

This section relates to [Policy B6: Staff Treatment and Compensation](#), particularly the general provision on safety, Provision #2 on transparent communication, and Provision #6 on compensation.

To address worker safety

- The decision to keep the occupancy level at 20% capacity was based on worker safety as well as consumer safety.
- All other safety measures remain in place.

To address worker communication

- Provided regular staff updates
- Customer count, covid 19 data, and other trends are posted daily on TEAMS
- Online out-of-stocks posted on TEAMS.

Consumers

This section relates to [Policy B5: Treatment of Consumers](#), particularly the general provision on safety and Provision #1 on meeting customer needs.

To address consumer safety:

- Kept our occupancy limit at 20% during Phase 2 of the reopening, although the permissible level was raised to 50%.
- Increased shopping hours by two hours a day starting May 31 to spread the customer traffic over more hours. New hours are 10am-8pm daily.
- Started a 'shop once a week pledge' to limit increase in customer traffic.
- Average and peak-hour occupancy remains below 20% (see charts on next page). The extra hours compensated for the increase in customer count.
- Continue to require customers to wear face covering and maintain other social distancing measures.

To address consumer need for heightened communication:

- Jon wrote a letter from the Board on May 15 foreshadowing the next phase of our pandemic response. The letter focused on the need for safety, prudence, and participation.
- May 22 letter from Ruffin announcing that we were keeping dining closed and all social distancing measures in place, and encouraging shoppers to take the 'Shop once a week pledge'--to shop once a week, to buy a week's worth, and to shop online.
- 3,400 households have taken the pledge so far.
- In the following weeks, the e-news continued to promote the pledge and provide social distancing reminders for shoppers.
- Almost all customer comments are supportive of what we are doing. A few object to the face covering requirement and the \$80 purchase threshold to receive the shop once a week reward.

The GM reported that the co-op would continue with a conservative approach for the foreseeable future.

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Decision: The Board acknowledges the General Manager's Report addressing the critical areas impacted by the current changing environment. The report is data-informed, reflects proactive thinking and balances the appropriate risks of workers, consumers, community and financial. The Board fully supports the approach to managing the complex situation.

5. Closings

Decisions and Tasks

Next Month's Agenda: Retreat Wednesday, July 8

Meeting Evaluation

6. Executive Session on Finances