

## FREE RANGE FOOD CO-OP – Board Meeting Minutes

March 2, 2023

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Directors: Lois Bendix, Tom Connolly, Casey Dabrowski, Shara Dabrowski, Garrett Holl, Brandon Otway, Ellen Smilanich, Lydia Williams

Staff: N/A

Absent: None

Guests: Anna Johnson

Late arrivals/early departures: None

Call to Order: Brandon called meeting to order at 6:35pm

1. Welcome and Introductions
2. Additions/Deletions to the agenda:
  - a. This agenda has 80 minutes scheduled.
  - b. There are 10 extra minutes for a closed session or topic extensions/additions.
3. Public comment acknowledgement: No comments
4. Outstanding Tasks:
  - a. Reviewed document
5. Co-op Correspondence: None
6. Team Check-ins:
  - a. Board Development: Met to review/update guiding team documents with Ellen.
  - b. Business Plan: Meeting later this month with Merry and Lydia.
  - c. Community Investment Campaign: Finished reviewing the offering doc first draft.
  - d. Finance: No updates.
  - e. GM Search: Meeting on 3/9 to review job description updates.
  - f. Marketing: Met on 3/1, finalized logo description & working on updated brochures.
  - g. Owner Engagement: Meeting next on 3/21.
  - h. Site Selection: Still waiting for price details from Seven Roots consulting.

### 7. Old Business

- a. Strategic Plan Review Reminder
  - i. Discussion: Reminder for each team to update the strategic plan so we can efficiently review it at the next meeting.
  - ii. Outcome: Informational
- b. Finance Committee Discussion
  - i. Discussion: Followed up on the discussion at the last board meeting about how the grants work relates to the finance committee.
  - ii. Outcome: Were going to review the Finance Committee charter prepared by Anna but the agenda link was to the wrong charter. Will review & approve the correct charter at the 3/16 meeting.
  - iii. Assignments: None
- c. New logo
  - i. Discussion: After much discussion & having received the most votes, the Marketing Team declared option #1 the winner! This decision was made in recognition that we'll never be able to make every 1,000+ of our owners love whatever new logo we select, so we just have to pick the one that garnered the best response overall throughout all our combined discussions. Logo will be revealed in April.
  - ii. Outcome: **MOTION** to adopt new logo as presented made by Ellen. Casey seconded. Motion carried.
  - iii. Assignments:
    1. Shara will contact Chelsey about getting logo files plus a version of that same logo with solid lettering to have available for different uses.

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### 8. New Business

- a. Proposed Updates to Board Meeting Shared Drive Folder
  - i. Discussion: To aid in making board meeting-related information more easily accessible and consolidated, Shara proposed some changes to the folder structure in the Board Meeting shared drive. Garrett requested folder titles in “YYYY-MM-DD” format.
  - ii. Outcome: Agreed to move to the new proposed layout and see how it functions.
  - iii. Assignments:
    1. Shara will update the Board Meeting folder layout.
- b. Book Club
  - i. Discussion: The FRFC book club began in 2019 and has continued quarterly since then, but hasn't had any new owners join over the last 2 years. There are only 4-6 regular attendees. The club members discussed whether it is still a benefit to the co-op and feel that it is not, and proposed discontinuing the co-op book club at this time.
  - ii. Outcome: Board didn't have an issue with the recommendation; FRFC book club will become inactive.
  - iii. Assignments: None
- c. Co-op Values and Vision
  - i. Discussion: In order to strengthen the board's connection with our co-op values and the cooperative principles, Shara proposed keeping a standing agenda item to discuss these values when available agenda time allows.
  - ii. Outcome: Will create a document to outline the values/principles and some guiding questions. It will be kept in the Monthly Review Items folder and as a standing item on the agenda templates.
  - iii. Assignments:
    1. Shara will create the doc and update templates.
- d. Tapping the Community College (Minnesota North College)
  - i. Discussion: Within many of our teams we have identified a need for more volunteers. Lydia proposed a way to bring in some fresh energy may be to partner with professors or staff at Minnesota North College (Grand Rapids and possibly Hibbing locations) to find students willing to volunteer. Discussed what we could provide in exchange for volunteers (such as resumé references, extra credit, etc) and the specific teams/jobs where they would be most helpful such as accounting/business/economics students for the Finance Committee, graphic design students for the Marketing team, etc.
  - ii. Outcome: Lydia will pursue connecting with MN North College, Grand Rapids and possibly Hibbing locations as she has time over the coming months. Ellen is willing to assist her with drafting a doc highlighting some of the ways we could partner with the students as a starting point for discussion with professors.
  - iii. Assignments:
    1. Lydia will meet with staff and faculty as time allows.

### 9. Upcoming Meetings and announcements:

- a. Second board meeting on Thursday, March 16th, 6:30 pm at Oak Hill Assisted Living
- b. Policy Review: C8, C9, C10 (Garrett), Review Strategic Plan

10. Closed session for site selection was not needed.

**MOTION** to adjourn at 7:45pm made by Casey. Lydia seconded. Motion carried.

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Postponed Discussion Topics: None

Approved by Board Chair, Brandon Otway

Signature: \_\_\_\_\_ Date: \_\_\_\_\_.