

**Oryana Board of Directors' Meeting  
January 21, 2021**

**Present at the meeting were:**

Board Members: Holly Jo Sparks, Kathy Baylis-Monteith, Cy Agley, Christopher Miller, Laura Cavender, Jim Dagwell, Kaitlyn Burns, Colleen Valko, Chuck Mueller; General Manager, Stephen Nance; Board Assistant, Devin Moore; Oryana West Store Manager, Victor Fontaine; Assistant Store Manager, Robert Young; Human Development Manager, Wendy Walter; Columinate Representative, Rose Marie Klee; Guests: Anne Baker, Sarah Sullivan, Jen M, Jeneil Bamberg,

**Welcome:** Holly Jo began the meeting at 5:03pm.

**Zoom Best Practices:** Holly Jo gave a rundown of zoom etiquette.

**Agenda:** All approved the agenda after additions related to the retreat, Columinate, and an additional committee report out were requested and added.

**Board Calendar:** The board reviewed its calendar for the following three months. Devin launched a poll on two dates that would work for the Board. February 6<sup>th</sup> was the date that worked best for all Board Members. There was discussion if the monthly board meeting needs to occur after the retreat. It was tentatively decided to keep the meeting. The board calendar was accepted.

**Public Input:** None.

**GM Report:** Steve presented his Big Picture Report via PowerPoint. December results show that sales were a little off at 10<sup>th</sup> Street, but West was up over 8% over Lucky's numbers last year. The 2020 draft results are over \$26 million in sales vs \$16 mil budgeted. West started out slow at the time of the acquisition, but they have more than made up for it! Labor and Wages came in under target at both locations. We have 8881 owners right now! We are business planning and our current projections have us at about \$32 million for 2021 Budget. This is a conservative projection. 8<sup>th</sup>, Cass, and Park Street bridges will all be under construction beginning in April or May and continuing to September or October.

**OCIPS (Oryana Constant Improvement Projects):** 10<sup>th</sup> Street south entrance will have a roof being added to cover the carts and entryway. West's coffee bar will be moving to what was known as the juice bar. West's entryway will also have additional coverage to keep the carts dry, warm, and clean. West's menu boards are being replaced to digital boards.

**Oryana For Good:** Devin presented on the plethora of donations given from Oryana over the past month. She also discussed the many compliments the staff have received recently.

**Monitoring Report 2.7 GM Succession Plan Report and Global Monitoring Reports:** The board reviewed Wendy and Steve's reports. Wendy discussed how she would fill in for Steve if he were unable to perform as GM at some point in the future. Wendy would rely on other team members, leads, managers, etc. for this role. Wendy would be the contact for the Board and NCG. This also discusses the regular training we are doing, the financial condition of the co-op, and the grocery business as a whole since Wendy has had experience with all of these areas. Steve reiterated Wendy's qualifications for taking over his role in an emergency.

Cy motioned to accept; Kaitlyn second:

## MOTION

The Board accepted the General Manager's 2.7 GM Succession Report

*Kaitlyn Burns*

Kaitlyn Burns, Secretary

Holly Jo discussed how a couple of Ends reports were missed in 2020 because of the pandemic that started in March and the time constraints as the team worked on the Lucky's acquisition. Steve went on to give an overview of Executive Limitations Report 2.5, how the Leadership did 3 years of planning in about 3 weeks, and gave an overview of ENDS on Local and Economy for 2020. . Steve went further on to say that the staff, the amazing Oryana experience, and our region really have supported the success of the co-op. Steve then discussed the last year which included the process of the acquisition of Lucky's (now Oryana West), the pandemic, and more.

Laura motioned to accept; Colleen second:

## MOTION

The Board accepted the General Manager's Monitoring Reports on the Ends Economy and Localism, Monitoring Report 2.0, and Policy 2.5 2020 as compliant.

*Kaitlyn Burns*

Kaitlyn Burns, Secretary

**Owner Engagement Report Out:** Chuck presented on the General Ownership Meeting and how it will be in April and virtual. This committee is working with Stephanie Mathewson, Marketing and Communications Manager. Chuck went on to discuss that they are going to focus on marketing, engagement, and attendance. The goal is to have 50 people attend this virtual meeting. The timing of the meeting is still being discussed. Chuck will be bringing this back in the future for more feedback and ideas from the rest of the Board. If you have input, please send to Chuck.

**Recruitment and Nomination Committee Report Out:** Colleen discussed their method for promoting owners to run for the Board. There has been a bit of interest thus far which is great. Applications are due by the end of January to be included in the newsletter. If you have friends, coworkers, etc. that are interested in running for the Board, please direct them to email: [candidate@oryana.coop](mailto:candidate@oryana.coop)

**Education Committee Report Out:** Rose Marie and Kaitlyn presented on the Board self-evaluations. Rose Marie discussed about how the evaluations can form the retreat topics. Rose Marie summarized the results of the evaluations:

- The scores were higher than last year which is great.
- There was more agreement overall within the Board.
- There was an overall agreement about the excellent performance of the Board from the prior year.

Overall, most of the Pillars showcased higher averages than 2019.

Opportunities were related to recruitment, board self-evaluation, and director engagement.

The most divergent opinions were related to annual meetings, resilience/succession, strategic thinking, and board perpetuation.

There were new issues that came from this analysis that were related to Diversity, Equity, and Inclusion (DEI), and Covid-19.

Rose Marie then went on to propose different topics to focus on at the retreat like engagement of the full board, board education, leadership succession, committee work, and advancing identified items in

the 2020 work plan. Please send any thoughts or ideas to Rose Marie and the entire Education Committee.

**Executive Committee Report Out:** Holly Jo discussed the continuous work they're doing with Rose Marie, GM evaluation, and more.

**Public Input and Announcements:** Steve advised that Colleen has agreed to serve on the Community Grant Committee. Devin informed the Board Members with her change in schedule. Holly Jo asked the Board to send her any ideas for the upcoming newsletter.

**Adjournment:** The meeting adjourned at 6:38pm

**Next meeting:** The board next meets on February 18, 5 p.m. via Zoom.