

Oryana Board of Directors' Meeting
March 18, 2021

Present at the meeting were:

Board Members: Holly Jo Sparks, Cy Agle, Christopher Miller, Laura Cavender, Jim Dagwell, Kaitlyn Burns, Colleen Valko, Chuck Mueller; General Manager/CEO, Stephen Nance; Board Assistant, Devin Moore; Financial Manager, Aurora Heiges; West Store Manager, Victor Fontaine; Assistant Manager, Robert Young; Guests: Andrew Lutes, Linda Gardiner, Thomas Peterson, Sarah Sullivan, Martin Heller, Jen May

Absent: Kathy Baylis-Monteith

Welcome: Holly Jo began the meeting at 5:02pm

Agenda: None; minutes were approved by email.

Board Calendar: None. The EC proposed that there be an info session for the 2.5 Financial Planning and Budgeting for anyone to attend.

Public Input: None.

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

CEO Report: Steve presented his Big Picture Report via PowerPoint. Steve shared information about this time last year when the pandemic began. He gave this information to provide a background on current numbers. Relative to last year, sales are down because 2020's sales increased dramatically due to panic buying. Overall, Oryana is doing well, and this should continue with more folks getting vaccinated and warmer weather. He shared how both stores have almost exactly the same sales levels but vary in sales with times and days for shops. He went on to share that the management team is working on business planning. Grocers are now allowed to get vaccinated which is great!

OCIPS (Oryana Constant Improvement Projects): West has new electronic menu boards at the deli. The new coffee bar will be opening up soon at West. West will also have a new front enclosure started soon. Our new Boardman Room at 10th is now open and ready to use!

Oryana For Good/Trends: Devin presented on the plethora of donations, promo, trends, and marketing from Oryana over the past month. She also discussed the many compliments the staff have received recently.

Financial Report 2.4: Aurora shared a synopsis of this report by sharing the process of purchasing Lucky's during a pandemic. She shared we nearly doubled the co-ops revenue, and our ownership has increased dramatically! Steve discussed how Oryana applied for a PPP in 2020 as Oryana kept 62 jobs and a grocery store open in the shutdown, and it was forgiven in 2021. Steve discussed his recommendation that based on a number of factors, including low operating profit because of COVID, the acquisition, owner discount, capital, and other expenses, that it was not fiscally prudent to issue a patronage rebate this year. He requested that the Board accepted this report and the patronage recommendation.

Colleen motioned to accept; Cy second:

MOTION

The Board accepted the General Manager's Patronage proposal.

Kaitlyn Burns

Kaitlyn Burns, Secretary

Chuck motioned to accept; Kaitlyn second:

MOTION

The Board accepted the General Manager's Financial Report 2.4.

Kaitlyn Burns

Kaitlyn Burns, Secretary

SharePoint Demo: Devin gave a brief synopsis on where the Columinate links are within the SharePoint. Chuck went on to share his experience with these trainings and explained how they have been useful in understanding executive limitations and Steve's interpretation of them. He then shared that when Board Members are finished reading the END's reports, it might be helpful to have a brief discussion about what each member learned about Oryana and the community related to that specific END report.

Executive Officer Elections: Holly Jo, Kaitlyn, and Colleen went over the officer job descriptions within the Executive Committee Charter.

Member Engagement Committee Report Out: Chuck shared that he wanted each Board Member to take responsibility to invite someone to the GOM in April. He also wanted the Board to do a better job of engaging the community and each other. He presented an idea that the Board should try to meet 15 minutes prior to the Board Meeting on Zoom. He wants other members to do this too. There could be more virtual events to engage with owners which was suggested by Kaitlyn.

Recruitment and Nomination Committee Report Out: Colleen shared that her committee held an informal Q&A with Board candidates which was very successful. This was a great way to connect with candidates. Their current plan is to start recruitment efforts in June and July. She is hoping to recreate this in the future. GOM voting should be launched tomorrow! Steve shared more details on the GOM from Stephanie, Marketing and Communications Manager.

Work Plan Discussion: Holly Jo shared the Board Retreat Part 2 will be scheduled after the election. This work will continue during this second retreat. The plan was then shared with the group. Holly Jo requested that members look these different tasks that they are interested in. Holly Jo is hoping that by the May meeting that there will be a fair amount of discussion in this document.

Public Input and Announcements: Steve shared that it's Oryana West's anniversary coming up so here comes an outreach opportunity for the Board.

Adjournment: Laura called to adjourn the meeting. The meeting adjourned at 6:53 p.m.

Next meeting: The board next meets on April 15 at 7 p.m. via Zoom for the General Ownership Meeting. The following Board Meeting will be May 20 at 5 p.m. via Zoom.