

Oryana Board of Director's Meeting Minutes – DRAFT
Thursday, July 20, 2023, 5:15pm

Attendees: Kaitlyn Burns, Colleen Valko, Parker Jones, Marty Heller, Holly Jo Sparks, Chuck Mueller, Kathy Baylis Monteith, Tricia Phelps, Steve Nance (General Manager), Wendy Walter (Human Development Manager), Kirsten Harris (Marketing & Communications Manager), Victor Fontaine (Store Operations Manager, West), John Langham (Store Operations Manager, 10th Street), Leah McCallum (Consultant)

Absent: Cy Agley

Guests: Brenda Harris, Ester Lee

Welcome and Introductions: Colleen Valko, Board President, called the meeting to order at 5:16pm.

A review of the Consent Agenda which included:

- Review Board Perpetual Calendar for the next three months.
- Approval of June 15, 2023 Board of Directors Meeting Minutes
- Approval of July 20, 2023 Board of Directors Meeting Agenda
- Executive Committee and Recruitment & Nominations Committee Charters
- Approval of 4.2 Board Responsibilities

MOTION:

Holly Jo motioned to approve the Consent Agenda; Kaitlyn supported; the Board approved the Consent Agenda. The Consent Agenda included the perpetual calendar, acceptance of this meeting's agenda, June 15, 2023 Board Meeting Minutes, Executive Committee and Recruitment & Nominations Committee Charters, and 4.2 Board Responsibilities.

Public Input

n/a

Committee Reports

GM Search Committee

Colleen reported that the committee recently met with Carolee to discuss interview questions and different interview rounds. Carolee has requested benefits information for candidates. The committee is also reviewing the Drake assessment that the committee be able to use. At this point the committee has not received any applications from the Carlisle Group.

Bylaws

Marty reported that the committee met earlier this month. The committee discussed staff serving on the board and acknowledged that there may be many opinions and discussed how to do a temperature check with members before the actual bylaws proposal. Also discussed were the numbers for a petition to hold a special meeting and quorum. The state statute language suggests 10% of membership to sign a petition to have a special meeting, but for a quorum at that meeting 50 is sufficient. The committee has another meeting scheduled in August. Leah McCallum and Gabe Schneider will be attending a part of the meeting to discuss PR needs. The August Board meeting will have the proposal that includes the state statute language for the number of members needed to sign a petition to hold a special meeting and the 50 person quorum.

Recruitment & Nominations Committee

Chuck reported that the committee charter has been revised, which includes adding the responsibility of new board member orientation.

GM Big Picture Report

Steve reported that June had sales growth of 7.15%, which exceeded the budget for the month. YTD Oryana is up from last year and over budget. Labor has been a bit of a challenge, but numbers have improved and are now just slightly higher than budget. Quarter 2 showed sales increase of 6.79%, which exceeded the budget of 5.13%. It's no longer the case that the increases in sales growth are entirely due

to inflation as the inflation numbers have cooled a bit. On average, NCG co-ops are seeing sales increases of 1.5%.

OCIPS

The following projects are in process or recently completed:

- The roof over Wellness (at 10th Street) was replaced.
- Oryana is moving ahead with the Green Grocer Initiative and adding solar at West. It's a 350k project but our portion will be a small portion of that because of grants and tax credits to assist with the cost. There should be a 4.3 year payback and the goal is to have it up in the fall.
- Culinary has been a large project and both stores are doing well. Margin and labor have both improved and are doing better than we've ever done as an organizational. The front of the West Culinary area will be remodeled this fall.
- Signage at 10th Street has been refreshed. All signage is cardboard and recyclable, and Café menu boards have transitioned to electronic boards.
- Sprout will have a soft opening on Monday.

EMOE/Marketing Matters

EMOE is staying active on social media channels with a recent Brazilian limeade recipe/video and a hot dog day pet photo contest. Groceries for Good in June, to celebrate Oryana's 50th Anniversary, provided a total of \$11,200 to five different organizations. Instead of a traditional sponsorship for Traverse City Horse Shows we asked how can we be involved in a different way. As a result, we are having a social event to share the charity ticket's community impact on Tuesday, July 25 at 10th Street.

Ends Policies: Wellness, Education

Kirsten reviewed the Education report that was provided to the Board, which reviewed how we educate our customers and shoppers, engage with them, etc. A few of the organizations mentioned were VegMichigan, Carter's Compost, SEEDS, TADL, NMC, and Norte. Also reviewed was the reintroduction of the Co+op Explorers program, which provides a free fruit to kids but also helps educate them. Kirsten also reviewed the Wellness report that was provided to the Board, which talked about how everything we do is related to wellness. Bringing the Community Room at West online has been a huge way to support this; by having people understand different cooking methods, etc. Oryana has been developing a partnership with an organization that focuses on intuitive eating; eating for mental health is also an area of focus. The team publishes a monthly wellness eblast with different topics with the support of the Wellness Managers. Of course, we also have an entire Wellness department that encompasses many aspects of wellness. We are also doing events and promotions with the Wellness departments - such as a Mother's Day event with local wellness vendors.

Note: Marty suggested that the Board look at the Education Ends to see if climate action could/should be incorporated.

MOTION:

Tricia motioned to approve the Monitoring Reports for Ends Policies: Wellness and Education; Chuck supported; the Board approved the Monitoring Reports for Ends Policies: Wellness and Education.

Monitoring Report: 2.5 Financial Planning and Budgeting

Steve reviewed the report provided in the Board packet, which went over the annual and multi-year planning and budgeting process. This includes Oryana Imagined, 2030; the Oryana Big Picture Playbook; planning on the organization, store, and department levels; the Leadership Team involvement; and regular check-ins and follow up that is regularly taking place.

MOTION:

Holly Jo motioned to approve the Monitoring Report for 2.5 Financial Planning and Budgeting; Parker supported; the Board approved the Monitoring Report for 2.5 Financial Planning and Budgeting.

Board Development

During the July, August, and September Board meetings there will be Board development education pieces - this month covers business planning and next month will include a review of budget tools.

Leah McCallum facilitated the business planning retreat in March and shared some details and takeaways. Some of Leah's takeaways include the progress on the transition from Lucky's to one Oryana organization, longevity in employee tenure, and inspiring ideas from departments.

John Langham and Victor Fontaine, Oryana Store Operations Managers, shared their Store Ops presentation from the business planning retreat, which included reviewing the store's critical issues, key metrics, objectives, and key results.

Kirsten Harris, Oryana Marketing & Communications Manager, then relayed how EMOE responded to some of the topics that were raised throughout the retreat.

Public Input and Announcements:

n/a

Adjourn:

The meeting was adjourned at 7:19pm.

Next Meeting:

The next Board meeting is scheduled for Thursday, August 17, 2023 at 5:15pm, in the 10th Street Boardman Room in a hybrid format.

<hr/> Holly Jo Sparks, Secretary	<hr/> Date
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