Silver City Food Co-op – Board Meeting Minutes
Wednesday, July 15th, 2026, 5:35- 6:45 PM
City Hall Annex, Upstairs Meeting Room
1203 N. Hudson Street, Silver City NM
Attendees: Tuan Tran, Sandy Lang, Paul Slattery, Cinde Thomas-Jimenez, Stephanie Cochran, David Burr, Juliana Albershardt, Gwen Lacy, Kevin Waters (GM)

1. Welcome, Introductions and Membership/Board Discussion (5:30 – 5:35 PM)
    a. Minutes – Approved by consensus July 7th, 2026
    b. Director announcements – none
    c. Member comments- none

2. Old Business (5:35 – 5:45 PM)
    a. Concern coordinator update (Paul)

        i. Paul had nothing to report.

    b. RFP for CPA firm for audits/reviews

        i. The board discussed the RFP for a CPA firm to conduct audits and reviews, noting that they received a limited number of responses and some firms had backed out.
        ii. The deadline for proposals is July 31st and they are still waiting for responses.

    c. Articles of Incorporation Review
        i. The Articles of Incorporation is currently under review by the Co-op's attorney, Mark Glenn.
        ii. Progress was underway with the review process with results pending.

    d. GM update on board requests regarding park and parking

        i. The board moved to table this topic due to it being covered later in the meeting agenda under the B7 monitoring report.

3. New Business (5:45 – 6:00 PM)
    a. Board budget update for first quarter

        i. Topic of discussion was tabled until next month, as the update was scheduled for the upcoming meeting.

    b. Reviewed financial statements and tax returns

i. The board reviewed the financial statements and tax returns for the previous year and found no discrepancies or irregularities.
ii. The board agreed to accept.

c. Columinate consultant Garland McQueen

i. The board reached a consensus to hire Garland McQueen as a board facilitator, agreeing to approve the contract at the previously discussed cost provided that a written report is included as a deliverable at the end.
ii. Tuan was assigned to coordinate with Garland McQueen regarding contract and scheduling, with a preference for at least one in-person session, possibly timed with the October retreat. A meeting in August was discussed and approved by the board, but was unable to happen due to scheduling conflicts.

4. Treasurer and Committee Decisions and Announcements (6:00 – 6:15 PM)

a. Treasurer (David)

i. The requirement was discussed for a full audit versus a financial review for the next fiscal year, noting that a full audit is estimated at $25,000, while reviews are approximately $5300.
ii. The board reached a consensus to proceed with a full audit for the store.
iii. Kevin was tasked with contacting firms to clarify that the RFP includes a requirement for a full audit in the first year.

b. Member Connect Committee (Cinde)

i. There was discussion about the upcoming Co-op birthday celebration for August 15th, 12:00-4:00 p.m.
ii. Cinde will touch base with Anita who is heading the event to see how the committee can aid in the endeavors.
iii. The annual share price of $25 was discussed. The board agreed to keep the annual share price for 2027 at $25, consistent with the previous year.

c. Elections and Development Committee (Juliana)

i. It was confirmed that Arielle is continuing as a board member in training. Marie Weide and Candace Burke introduced themselves as new board participants, expressing their goals to strengthen community ties and support the Co-op's growth.

d. BME Committee (Sandy)

        i. Sandy reported that the BME committee completed a quarterly checkpoint with Kevin to review the status of monitoring reports and compliance.

5. Monitoring Reports Summary (6:15-6:35)
    a. B7- Communication to the Board (Kevin)- Accepted
        i. Kevin stated the electrical box repairs are being handled by Gila Valley Electric, though there is no specific timeline as to when repairs will be complete.
        ii. Kevin reported that delinquent activity in the Pocket Park has decreased and the installation of cameras are part of a multi-camera project for the Co-op.
        iii. Kevin stated that the Co-op birthday celebration will be held in the Pocket park and reconfirmed the date for August 15th, 12:00-4:00 p.m. The event is being handled by Anita and it was advised that communication be initiated with her on possible event needs.
        iv. The board accepted Kevin's B7 report.

    b. Ends Check-Access to Food (Kevin)
        i. Kevin and Anita are working on materials for the store and the website to explain product certifications like organic and non-GMO to customers.
        ii. Kevin is working with Saundra on a plan to introduce a lineup of approximately 30-35 multicultural Hispanic products, noting that logistics will involve cross docking through a conventional partner, which may lead to longer delivery times.
        iii. It was confirmed that Anita is responsible for website updates, including fixing outdated staff photos.
        iv. The board emphasized a need to establish baselines for sales growth in global organic suppliers and active outreach efforts. Kevin confirmed that the systems are in place to track this data, which he will report at the next meeting to ensure progress towards goals.
        v. The board accepted Kevin's ends check report.

6. Board Meeting Closure (6:35-6:45)
    a. Task List- Preparation for August Meeting
        i. Treasurer
            1. Review quarterly financial report and trend analysis.
            2. Review the B1 report from Kevin.
            3. Review and monitor the board budget
            4. The board determined that a full audit was necessary, rather than a review, for the next fiscal year. This will be to ensure financial oversight.

        ii. Elections Committee
            1. Prepare a candidate update for the next meeting citing number of applicants, interview schedule, etc.
    b. Tabled Items

    i. Board budget update was tabled until the next meeting.

c. Board Member Availability
    i. Paul is on Jury duty. TBA if conflict exists.

d. Next Board meeting to be held August 19th at 5:30 p.m. in the upstairs conference room of the City Hall Annex building, 1203 N. Hudson.