

Silver City Food Co-op – Board Meeting Minutes
Wednesday, March 26, 2025, 5:30 - 6:50 PM
Conference Room A, WNMU Miller Library

**Attendees: Leo Andrade, Kristina Kenegos, Gwendolyn Lacy, Sandy Lang, Paul Slattery,
Cinde Thomas-Jimenez, Tuan Tran (board) and Kevin Waters (GM)**

1. Welcome, Introductions and Membership/Board Discussion (5:35 – 5:45 PM)
 - a. Minutes – **Approved** by email consensus March 3, 2025
 - b. Director announcements
 - i. Approval of Kevin’s contract; contract signed and effective April 1, 2025 to March 31, 2027 - **Approved**
 - ii. Webinar discussion – All three people (Kristina, Gwen and Cinde) who watched the seminar, Grocery Democracy, before the board meeting thought it was relevant and timely. They talked about some of the ways that democracy shows up in a Co-op – on the shelf, through transparency, on the board, town halls, special orders, equity, voting were a few examples given. We talked about ways to convey the concept of democracy, such as through the phrase “Owned by you. Food for all” displayed on the walls. Another idea was to have a visual display promoting board meetings, which Kevin said we should be able to do because he is adding a new board communication center to the new store.
 - c. Member comments - none
2. Old Business (5:45 – 5:55 PM)
 - a. Concern coordinator update (Leo) – One new email from someone asking about the construction and providing his opinion on staff salaries and compensation policies.
 - b. Board Contact corrected (informational)
 - c. Board Calendar corrected informational)
 - d. Discussion of CCMA attendance – Tuan noted that Kevin’s contract has a stipulation requiring him to attend, so he will be going to the event this year in Duluth in May. We have budgeted for a board member to attend as well but have tabled the decision until next month.
3. Committee Decisions and Announcements (5:55 – 6:10 PM)
 - a. Member Connect Committee (Kristina)
 - i. New GG Calendar – Kristina presented an updated GG calendar, with most dates filled with article proposals.
 - ii. Update on GMM plans – Kristina confirmed that Gough Park is reserved from noon-4pm on June 8th. She gave a quick rundown of the planning to date, with team responsibilities and assignments. Key decisions to note:
 - The Co-op will serve pasta for the main course instead of platters of meat in anticipation of a larger crowd (about 200), plus two side salads and drinks. We will be asking members to bring appetizers and desserts.
 - We have chosen a theme this year, “Evolution of the Co-op.”
 - There will be a new photographer but the same band. Baskets and gift cards will also be provided.
 - The MCC team will meet again in April and May.
 - iii. Kristina noted a small change to the MCC charter, taking out reference to a staff member requirement on the team.
 - b. Elections Committee (Sandy) – Both Sandy and Gwen have identified potential candidates for the board. Sandy will send Gwen the updated candidate info packet to pass along.

- c. BME (Tuan) – Tuan reviewed the changes made to the charter in the manager evaluation calendar that updated the dates. Approval of new language in D4 was tabled by the Board until after the full committee reviewed and approved the changes.
 - d. Finance Committee (Gwen) - Gwen asked that all expenditures for the GMM get approved by the committee and coordinated through Kristina instead of just handing over receipts separately to Marguerite. Budget was confirmed as \$2,400, an increase of about \$400 over last year. She also asked that we add an agenda item to next month's meeting regarding bonus payments for Kevin after Marguerite's request to provide a reminder letter when payment is due.
4. Monitoring Reports (6:10 – 6:35 PM)
- a. B6 – Staff Treatment (Kevin, verbal report only) – **Accepted.** Kevin presented his report in four categories:
 - i. Clear policies – He cited employee handbook updates, security policy updates and name tags as some of the actions taken.
 - ii. Fair treatment – Only one incident was addressed and it was resolved quickly
 - iii. Documentation – Kevin cites his efforts to carefully document employee-related issues as key to his success in resolving personal issues, with all nine cases so far resulting in success.
 - iv. Compensation and benefits – Annual raises and a retirement plan were cited, with a 66% participation rate in the 3% employee match program.
 - b. B7 – Detailed written report with trends and analysis – **Accepted.** February daily sales tracked at 4% higher than last year. On the opening, Kevin reported the target date is the end of April, though he still lacks clarity about the electrical work progress. All remaining interior work is based on completion of the electrical work, some which can be done concurrently.
 - c. Ends Check – Welcoming Culture (Kevin, verbal update with written explanation if there are significant accomplishments) – **Accepted.** Kevin reported by strategy:
 - i. Ethnic and specific food preferences: The Co-op is working with UNFI to create a Hispanic/Latino section in the store. They are also looking at data to see ways to broaden appeal to diverse populations.
 - ii. Community connections: The Co-op is increasing Round-Up visibility through increased promotions (adding a TV screen in new store), continuing with social media outreach, and underwriting with KURU radio.
 - iii. Diversity: Highlight included a partnership with the food hub in Bayard.
5. Board meeting closure (6:35 – 6:50 PM)
- a. Task list
 - i. GG article for May due April 10 – Webinar (Kristina and Sandy)
 - ii. MCC: prepare GMM plans for board review
 - iii. GM: Prepare written financial report for GMM (must satisfy NMSA 543-4-33)
 - b. Tabled items
 - a. Letter to Andi and Marguerite to trigger Kevin's bonus
 - b. CCMA discussion – board member attendance
 - c. D4 approval
 - c. Board Member Unavailable Dates - none
 - d. Next Board Meeting April 23, 2025, 5:30 PM; Location TBD.