

**Silver City Food Co-op – Board Meeting Minutes**  
**Wednesday, November 19, 2025, 5:30- 7:30 PM**  
**520 N. Bullard Street**

**Attendees: David Burr, Kristina Kenegos, Gwen Lacy, Sandy Lang, Cinde Thomas-Jimenez, Paul Slattery (directors), Kevin Waters (GM) and Stephanie Cochran (candidate)**

1. Welcome, Introductions and Membership/Board Discussion (5:30 – 5:35 PM)
  - a. Minutes – **Approved** by consensus November 19, 2025
  - b. Director announcements – Introduction of Tori Schultz – Tori did not attend
  - c. Member comments – none
2. Old Business (5:35 – 6:15 PM)
  - a. Concern coordinator update (Kristina) – Home deliveries
    - i. A member suggested adding home delivery to a list of co-op services. Many ideas were discussed on implementation of this, and possible partnerships with drive services, such as Door Dash, Uber and ebicycles. This will be added as a strategy to the Healthy, High-Quality Food end for future consideration.
  - b. Strategic Planning targets (Sandy)
    - i. Ideas about how to keep strategic plan timelines up to date were discussed. The Board decided to review the timeline for completion for each end as it came up each month for review. Since each end is reviewed twice a year, the hope is that allows us to stay on top of completion of the tasks.
  - c. Roundup volunteers
    - i. There was a lot of discussion on how to handle the Roundup selection, and who from the Board would work with the operations team to select recipients. There were two primary approaches to handling this – one that continues the process as it was done recently with the staff selecting and passing to the Board to rank – and the other with more collaboration and discussion about recipients between the Board and the staff committee. Paul and Cinde will be the board representatives, ranking recipients after submissions are received from the co-op staff, and getting together at the end to discuss if necessary.
  - d. Columinate discussion (David)
    - i. There was a proposal from the Election Committee as part of its budget discussion to consider purchasing a subscription through Columinate for 2026, even though the Board had tentatively planned to purchase classes a la carte for the year. The thinking was this would be highly beneficial to overall board development for both new and current board members. Gwen was able to get the \$8,100 early-bird pricing (\$400 discount) but the Board decided to move forward with the a la carte class selection instead. We will leave the \$8,100 Columinate cost in the board budget and purchases classes as necessary with guidance from the EC on class availability.
3. New Business (6:15 - 6:25 PM)
  - a. Retreats in 2026 (David)
    - i. We agreed to have two retreats in 2026 - one in the spring and one later in the year. The early retreat will be an informal half-day session and the latter one is undefined, and might include a consultant, hotel stays, dinner, etc. David will add the retreats to the calendar so we can be sure to reserve dates for 2026.
4. Committee Decisions and Announcements (6:25 – 6:50 PM)
  - a. Finance Committee (Gwen)
    - i. **Quarterly balance sheets and trend analysis – Accepted**
      - o Ratios are still fluctuating, leading to high volatility. Gross margins are down a bit but within 1% of history. Kevin noted Days Cash on Hand is less than the desired

goal of 30 days, but he anticipates this metric will be within target in about three months as inventory is utilized and operations stabilize.

ii. Board budget – **Approved –**

- o The budget increased by about \$8,000 to \$45,750, primarily due to the addition of \$8,100 for Columinate and slight increases for the GMM picnic, retreat, and elections.

b. Member Connect Committee – (Kristina) – tabled

- i. Board involvement in pulling together historical documents and coop timeline

c. Elections Committee (Sandy)

i. Change of EC name – tabled

- o Two Meet and Greet sessions will be held this week (one was already done on Monday), the first election email went out last week, the next election email will go out on Dec. 1<sup>st</sup> and snail mail ballots will go out the end of the week.

d. BME Committee – (Tuan)

- i. GM evaluation tools and timeline – Tuan sent out both forms digitally prior to the meeting. They are due for completion on Dec. 7<sup>th</sup>.

5. Monitoring Reports (6:50 – 7:30 PM)

a. B1 – Financial Condition – (Kevin, verbal report only) – **Accepted**

- i. Kevin said the Co-op is meeting financial goals, such as: posting solid profit, adequate sales growth, liquidity within range and sales within distance of the pro forma. Already, the Co-op is experiencing a 15% increase in membership, with about 266 new members since July.

b. B7 – Communication to the Board – Detailed written report (Kevin) – **Accepted**

- i. Overall sales in October were \$503,644 – a little short of the pro forma but up over \$100k most months. Expenses are higher but starting to taper off as opening costs drop. He is working with all parties to negotiate penalties for construction delays. He hired a new marketing lead and will be working with Pamela Reeves, a highly-qualified consultant, to handle financials (replacing Mike M and Marguerite).

c. Ends Check – Healthy Workplace (Kevin) – **Accepted**

- i. Kevin is working with NCG to do another wage review. He will be looking into health care plans for employees in 2026. Retirement savings plan was established in 2025. He is looking at NCG Co-op University for possible employee development options. Per our strategic plan discussion, timelines for this end were reviewed. (See attached changes in updated strategic plan.)

6. Board meeting closure (7:30 – 7:35 PM)

a. Task list – Preparation for December meeting

- i. GM – Develop co-op budget for 2026
- ii. Complete BME evaluation documents

b. Tabled items

- i. Change of EC name
- ii. Board involvement in pulling together historical documents and coop timeline

c. Board Member Unavailable Dates – David; Nov. 21-28; Cinde: Dec. 11-31; Kristina: Dec. 16-17; Stephanie: Dec. 17

d. Next Board Meeting December 17, 2025, 5:30 PM; Location: 520 N. Bullard St.