

Hampden Park Co-op
Meeting Minutes

March 25th, 2019

Present: Kate Gray, President; Colin Russell, Vice President; Sarah McRoberts, Treasurer, Cina Kozel, Staff Representative; Rachel Fang; Ablavi Epou; Mark Chapin; Chuck Parsons, General Manager; **Absent:** Amanda Peterson; Ayanna James-Lu'Becke, Secretary

Item and Timeline	Presenter	Relevant Materials/Notes	Action
6:00 Check-in, Announcements and Adjustments to Agenda (5 min)	All		
6:05 Members Comment (5 min)	Members	No members or guests	
6:10 Prior Meeting Minutes (5 min)	Yaya	February BOD meeting minutes	Motion: To approve February meeting minutes. Moved: Ablavi Second: Collin Motion carried with voice vote
6:15 Board Policy Monitoring (15 min)	Kate	HPC Policy Manual C: Global Governance Commitment (pg 14) D2: Accountability of the GM (pg 27) Board Reporting Calendar FY2019	Motion by Kate and seconded by Ablavi. The Board approved consideration of the B2 report at the April Board meeting unanimously.
6:30 GM Report (40 min)	Chuck	Manager's Report: General Manager Chuck Parsons provided the Board with an update on the progress with the store reset including new freezers, movement of the produce coolers and the new check-out	

		system and alignment. Soon to arrive to complete this work includes a new bakery case, a new orchard/produce bin and new shelving. The staff members have worked are on this very successful and difficult project.	
Contractor Work Associated with Store Reset	Kate	Motion: To ratify payments to contractors for work on the store reset including the installation of the new freezers. Flooring, checkouts and associated repairs not to exceed \$25,000.00.	Mark moved the motion and Sarah seconded it. Approved unanimously.
Loan with Sunrise Bank for Store Reset	Kate	Motion: To ratify the loan with Sunrise Bank for the new freezers, flooring and checkouts in an amount not to exceed \$83,000.	Mark moved the motion and Ablavi seconded it. Approved unanimously.
7:10 Finance Committee (5 min)	Sarah	Committee Updates	Charter: Approve Financial Committee Charter for 2018-2019 Moved: Kate Second: Amanda Motion carried with voice vote
7:15 Personnel Committee (5 min)	Ablavi	Committee Updates Charter Approval	No actions
7:20 Membership Committee (5 min)	Rachel	Committee Updates	No actions
7:25 New Business (5 min)	Kate	Calendar edits Board bios and pics Board event B1 NCG question update	
7:30 Old Business (10 min)	Kate	Board retreat update	
7:40 Board Meeting Adjourns	Kate		Motion to adjourn approved

			by all
7:40 LLC Meeting (10 min)	Kate	General discussion of rental space	
7:50 LLC Meeting Adjourns	Kate		Motion to adjourn approved by all

Relevant Links:

[Policy Manual](#)

[Bylaws](#)

[Reporting Calendar FY2019](#)

[Committee Membership](#)

[General Manager Report Compliance Table](#)

Relevant Websites:

HPC Website: <http://www.hampdenparkcoop.com/>

National Co-op Grocers: <https://www.ncg.coop/>

Cooperative Grocer Network: <https://www.grocer.coop/>

CDS Consulting Co-op: <https://www.cdsconsulting.coop/>