



SEVANANDA NATURAL FOOD

BOARD OF DIRECTORS

REGULAR MEETING

Tuesday, June 20th 2017

Board Members Present: A “Chi Ma’at” Dilworth, Adama Alaji, Debra Bonaparte, and Wanique Shabazz.

Raj Mehta (7:00PM)

Jim Williamson (7:37PM-9:31PM)

Ntianu Alghanee and Jessica McMorris (Conference Line)

Board Members Absent: Jed Davis.

Non-Board: Cheranna Dottin (Board Admin)

Ahzjah Simons (General Manager)

BUSINESS: Board President Wanique Shabazz called meeting to order at 6:50pm. Quorum was met.

Adama volunteers to be the queue taker and Debra volunteers to be the time keeper.

Approval of the Agenda

Adama Alaji motions to approve the agenda with the addendum

2nd: A “Chi Ma’at” Dilworth.

Votes Taken:

A “Chi Ma’at” Dilworth- Yes.

Adama Alaji- Yes.

Debra Bonaparte- Yes.

Ntianu Alghanee- Yes.

Jessica McMorris- Yes.

Wanique Shabazz-Yes.

-Motion Carried.

Approval of April Minutes

Board reviews May 2017 Minutes making corrections.

Adama Alaji motions that the Board approve the minutes.

2nd: Jed Davis.

Votes Taken:

A “Chi Ma’at” Dilworth- Yes.

Adama Alaji- Yes.

Debra Bonaparte- Yes.

Ntianu Alghanee- Yes.

Jessica McMorris- Yes.

Wanique Shabazz- Yes.

-Motion Carried.

Operations Report

Given by: Ahzjah Simons.

Financials

For the month of April 2017 the Total Revenue is \$706,082.39 month to date and \$2,827,938.36 year to date. Total Cost of Sales are \$449,580.32 and \$1,743,215.11 year to date leaving a Gross Profit of \$265,502.07 month to date and \$1,084,723.75 year to date. Total Compensation is \$146,795.31 month to date and \$600,530.65. Total Expenses are \$100,348.45 month to date and \$397,847.86 year to date. Consolidated Net Income is \$9,358.31 month to date and \$86,344.74 year to date. The Net Income is \$13,049.49 month to date and \$93,382.15 year to date.

Operational Update

Ahzjah reads a letter from the NCG’s Risk Management Committee. This letter was sent to inform her that Sevananda was removed from the monthly monitoring list. The committee also voted to reduce Sevananda’s JLF requirement down to the minimum required of all corridor Co-ops. This will result in a refund to Sevananda of over \$57,000. In the committee’s assessment this indicates that the Co-op is in a strong financial position, and will continue to grow to better serve its communities.

Board Budget

Ahzjah reviews a draft of the previous Board budget. She recalls the overall budget inherited from the previous Board was \$55,000 not including the audit.

Staff

When hired in January, Ahzjah conducted check-ins with staff as well as each department. Now, six months later, a mandatory staff survey has been implemented. She is awaiting the results.

Vendor

As far as vendors, Ahzjah is implementing “Treatment of Vendors” from Sevananda’s policy. She plans to check in with the vendors with hopes of strengthening relationships.

Member Relations

Ahzjah has also been meeting with Adama putting different plans into place to connect with the membership. Mailers were sent out to all members who did not have an email on file to invite them to the Annual Member Meeting, retrieve their emails, make them aware of the committees in which volunteers are needed for and offer a discount. This flyer will also be sent to the Members who do have their email on file.

Labor

Temporary employees will be hired as Store Floaters. Floaters will be utilized to support each department. Current Employees are being cross trained for their skills to be maximized. An internship has also been posted for Marketing.

Increased Sales

There are plans to hire personal shoppers, increase shopper’s basket sizes, better advertise the Co-op Deal specials and utilizing Instacart to increase sales. Instacart maximizes delivery options for shoppers.

Jim Williamson motions approve the Operations Report.

2nd: Raj Mehta.

Votes Taken:

A “Chi Ma’at” Dilworth- Yes.

Adama Alaji- Yes.

Debra Bonaparte- Yes.

Ntianu Alghanee- Yes.

Jessica McMorris- Yes.

Wanique Shabazz- Yes.

Jim Williamson-Yes.

Raj Mehta-Yes.

-Motion Carried.

New Business

By Jessica McMorris and Wanique Shabazz.

As a Board Jessica recommends a meeting to decide on items to add to the monthly and quarterly financial reports. Wanique plans to get the recording of the financial training given by Audrey, Sevananda's auditor and give it to Elizabeth Tseguy, Sevananda's accountant, Ahzjah Simons and Cheranna Dottin. This will ensure that everyone is on the same page as far as implementing things needed to be done for the report to only reflect pertinent information. The new report will be more comprehensive and perfect the GM Monitoring and Limitations.

Committee Chair Reports.

Policy Committee

No report given, no votes taken.

Training Committee

Given by Debra Bonaparte.

Thursday, June 29th from 6:30PM-9:00PM, Policy Governance Training will take place in Sevananda's Education Room. There will be another training in July for Board members who are unable to attend the June training.

Jim Williamson motions approve the Training Committee Report.

2nd: Adama Alaji.

Votes Taken:

A "Chi Ma'at" Dilworth- Yes.

Adama Alaji- Yes.

Debra Bonaparte- Yes.

Jessica McMorris- Yes.

Wanique Shabazz- Yes.

Jim Williamson-Yes.

Raj Mehta-Yes.

Ntianu Alghanee- Yes.

-Motion Carried.

Finance Committee

Given by Jim Williamson.

Jim submits the Board Expenditures to the Board. He plans to continuously track these numbers with accounting monthly.

Raj Mehta motions approve the Finance Committee Report.

2nd: Debra Bonaparte.

Votes Taken:

A “Chi Ma’at” Dilworth- Yes.

Adama Alaji- Yes.

Debra Bonaparte- Yes.

Ntianu Alghanee- Yes.

Jessica McMorris- Yes.

Wanique Shabazz- Yes.

Jim Williamson-Yes.

Raj Mehta-Yes.

-Motion Carried.

Linkage Committee

Given by Adama Alaji

The Linkage Committee has been meeting with operations weekly. The “Carry the Torch” mailer has been distributed to Members. Sevananda’s website is being updated to be more interactive and track the amount of traffic coming to the site. An email capture page has also been added to the website. Adama’s linkage article is being published in the Cooption’s and a video has been posted on social media inviting people to get more involved with the Co-Op. There are plans to create a Member Owner survey to get feedback through survey monkey and will be available at the Annual Member Owner Meeting.

Adama had an idea of Sevananda investing in a community garden to get Owners more involved. Owners will have the option of volunteering to maintain the farm and grow

their own food. Jessica knows a gentleman who would be interested in assisting Sevananda with the community garden. She plans to connect this person with Adama.

Motion to approve was omitted.

Elections Committee Report

Given by Jessica McMorris.

A total of 155 valid and three invalidated ballots were received by Wegner CPA's. Wegner is the company hired by Sevananda to assist with tallying the votes for the elections. Jessica plans to find out the reason behind the invalidation of the three ballots. A maximum amount of 210 valid ballots is needed to conclude the elections. Jessica recommends increasing tabling as a way to get Members to vote. Wanique recommends getting a list of the Members who have voted from Wegner as well as a list of Owners who have picked up a ballot and calling those who haven't submitted them to inform them that voting has been extended and encouraging them to vote. Attorney Bill Mohr will be consulted for legal advice on this matter. Jessica is open to all strategies if there is a systematic plan. An updated Elections Committee budget will be emailed to the Board.

Raj Mehta motioned to approve the Elections Committee Report.

2nd: A "Chi Ma'at" Dilworth

Votes Taken:

A "Chi Ma'at" Dilworth- Yes.

Adama Alaji- Yes.

Debra Bonaparte- Yes.

Ntianu Alghanee- Yes.

Jessica McMorris- Yes.

Wanique Shabazz- Yes.

Raj Mehta- Yes.

-Motion Carried.

Debrief

Wanique thought the meeting went well, it was very engaging and passionate.

Raj felt the meeting was productive and enjoyed the reports given by Ahzjah and is excited about the direction Sevananda is heading.

Debra thought the meeting was good and is glad everyone got to speak their mind.

Adama thinks it was a great meeting and is glad things are coming together.

A “Chi Ma’at” Dilworth believes the meeting was progressive. Seeing Sevananda in forward movement is exciting.

Ntianu expressed the meeting went well.

Jessica felt it was a very passionate and engaging meeting.

Debra Bonaparte motioned to adjourn the meeting.

2nd: A “Chi Ma’at” Dilworth

Votes Taken:

A “Chi Ma’at” Dilworth- Yes.

Adama Alaji- Yes.

Debra Bonaparte- Yes.

Ntianu Alghanee- Yes.

Jessica McMorris- Yes.

Wanique Shabazz- Yes.

Raj Mehta-Yes.

-Motion Carried.

Meeting adjourned at 09:45pm.

DocuSigned by:
A Chi Maat Dilworth
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A “Chi Ma’at” Dilworth
Board Executive Secretary

7/20/2017

Date

Regular Meeting Notes

Tuesday, June 20th, 2017

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Raj Mehta (7:00PM)

Jim Williamson (7:37PM-9:31PM)

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Member Owner Comments