



SEVANANDA NATURAL FOOD

BOARD OF DIRECTORS

REGULAR MEETING

TUESDAY OCT 17, 2017

Board Members Present: Wanique Shabazz, A ‘Chi Ma’at Dilworth, Tracy Dornelly, Mason West, Adama Alaji.

Jessica McMorris (Conference Line)

Pearletta Graves (7:18PM)

Raj Mehta (6:45PM)

Jim Williamson (6:48PM)

Non-Board: Cheranna Dottin (Board Admin)

Ahzjah Simons (General Manager)

BUSINESS: Board President Wanique Shabazz called meeting to order at 6:34PM. Quorum was met.

Tracy Dornelly volunteers to be the queue taker, A “Chi Ma’at” Dilworth volunteers to be the time keeper.

Approval of the Agenda

A “Chi Ma’at” motions to approve the Agenda with additions.

2nd: Raj Mehta

Votes Taken:

Wanique Shabazz-Yes

A “Chi Ma’at” Dilworth-Yes

Adama Alaji--Yes

Tracy Dornelly -Yes

Mason West-Yes

Jessica McMorris-Yes

Jim Williamson-Yes

Raj Mehta-Yes

-Motion Carried.

Approval of September Minutes

Board reviews September 2017 meeting minutes making corrections.

Wanique Motions to approve the September minutes with the amended changes and corrections.

2nd: Tracy Dornelly

Votes Taken:

Wanique Shabazz-Yes

A “Chi Ma’at” Dilworth-Yes

Adama Alaji--Yes

Tracy Dornelly -Yes

Mason West-Yes

Jessica McMorris-Yes

Jim Williamson-Abstained

Raj Mehta-Yes.

-Motion Carried.

Operations Report

Given by: Ahzjah Simons.

Financials

Monitoring Report.

For the month of October the monitoring report will be based on **Policy III-9 Asset Protection.**

Please see notes for full report.

Jessica McMorris motions to approve the GM Monitoring Report as submitted.

2nd: Raj Mehta.

Votes Taken:

Wanique Shabazz-Yes

A “Chi Ma’at” Dilworth-Yes

Adama Alaji--Yes

Tracy Dornelly -Yes

Mason West-Yes

Jessica McMorris-Yes

Jim Williamson- Yes

Pearletta Graves- Yes

Raj Mehta-Yes

-Motion Carried.

On the next agenda, it was recommended to allot more time to Ahzjah to present the Monitoring Reports.

Wanique motions to provide the GM 30 minutes to present the Monitoring Report.

2nd: A “Chi Ma’at” Dilworth

Votes Taken:

Wanique Shabazz-Yes

A “Chi Ma’at” Dilworth-Yes

Adama Alaji--Yes

Tracy Dornelly -Yes

Mason West-Yes

Jessica McMorris-Yes

Jim Williamson- Yes

Pearletta Graves-Yes

Raj Mehta-Yes

-Motion Carried.

Old Business

Appointment of a new committee chair for the Elections Committee.

The 2017 Elections have concluded and the current Elections Committee chairs’ Board term is coming to an end. Current Elections Committee Chair Jessica McMorris plans to run for possible reelection, therefore will be unable to chair the Elections Committee for the next term. Jessica sent out the Elections Committee Report for Board members to peruse and another Board Member can assume the position as Elections Committee Chair. Wanique tasks the Board with reviewing this report in the next two weeks to see what running this committee entails to be fully engage. After reviewing the report, anyone with interest may express their support.

Appointment tabled until full Board reviews the Elections Committee Report.

New Business

Proposal from Debra for Board Training.

Former Board Member Debra Bonaparte submitted a proposal to the Board requesting compensation to conduct new Board orientation.

Wanique motions to approve Debra's proposal for stipend payment to orchestrate the new Board orientation

2nd: Adama Alaji.

(Motion rescinded after full Board discussion.)

Jessica McMorris volunteers to orchestrate the new Board orientation being that she created the training material.

2nd: Tracy Dornelly.

Votes Taken:

Wanique Shabazz-Yes

A "Chi Ma'at" Dilworth- Abstained

Adama Alaji-Abstained

Tracy Dornelly -Yes

Mason West-Yes

Jessica McMorris-Abstained

Jim Williamson- Yes

Pearletta Graves-Yes

Raj Mehta-Yes

-Motion Carried.

New Board Orientation date TBD.

Purchases

Board Secretary and Policy Governance Committee member A "Chi Ma'at" Dilworth has done some research and discovered pertinent materials to assist the Board with learning more about how a Board is governed. She recommends that the Board purchases two books to assist with policy training, Board's That Make a Difference by John Carver, and The Policy Governance Model and Role as a Board Member. These materials are to enable a Board to fill and provide its' guidelines needed to transform them into an effective group that consistently leads powerfully. These materials will assist the Board in fulfilling its role as directors and also its role to the Owners and organization.

A "Chi Ma'at" Dilworth motions that the Board purchase the books, Board's that Make a Difference and The Policy Governance Motto. These books will be used by current

Board member and passed on as their Board terms end for future Board members to use.

2nd: Raj Mehta.

Votes Taken:

Wanique Shabazz-Yes

A “Chi Ma’at” Dilworth-Yes

Adama Alaji--Yes

Tracy Dornelly -Yes

Mason West-Yes

Jessica McMorris-Yes

Jim Williamson- Yes

Pearletta Graves-Yes

Raj Mehta-Yes

-Motion Carried.

Committee Chair Reports.

Policy Committee

Given by Policy Committee Chair/Wanique Shabazz.

The Policy Committee welcomes Mason West. Soon, the Board will begin to peruse the policies to determine if it’s conducive to what the Board is doing and their vision. He hopes to get all Board members engaged in reviewing the policy. He has plans on recruiting Owners for the Policy Committee. He encourages everyone to begin reviewing the policies when they have free time so they can begin to eliminate any policy that may be antiquated or not related to what’s currently happening at Sevananda. His goal is to get everyone acquainted with the policies. Mason West volunteers to be on both Policy Committee and Product Policy Committee.

Vendor Vetting Process

Vendors are required to submit products, catalogs, and the ingredients listing. One goal is to empower Sevananda through its policies on varies levels and not only be a destination location.

Jim motions to accept the Policy Committee Report as submitted.

2nd: Raj Mehta

Votes Taken -yes

Training Committee

No report given, no votes taken.

Finance Committee

Given by Jim Williamson.

Jim has been openly communicating with Finance Manager Elizabeth Tseguy and General Manger Ahzjah Simons. The Board budget is almost finalized. They're just two lined items missing and the Board budget will be complete. Jim projects that the Board budget will be ready the next Board Meeting.

Tracy motioned to approve the Finance Committee Report.

2nd: Adama Alaji

Votes Taken:

Wanique Shabazz-Yes

A "Chi Ma'at" Dilworth-Yes

Adama Alaji--Yes

Tracy Dornelly -Yes

Mason West-Yes

Jessica McMorris-Yes

Jim Williamson- Yes

Pearletta Graves-Yes

Raj Mehta-Yes

-Motion Carried.

Product Policy

The Product Policy committee welcomes Mason West. Operationally GM/CD Ahzjah Simons has been setting goals from an operation level and hopes to intergrade these goals with the Board goals when it comes to the Product Policy. Ahzjah invites the Board to the upcoming Vendor Listening Sessions to meet a few of our farmers and vendors. Georgia Organics, who is certified to train, will be in attendance assisting farmers to become compliant with what they will have to do in 2018. This session will also assist local vendors with becoming Food Safety compliant and retail ready.

-No official report given, no votes taken.

Linkage Committee

Given by Adama Alaji

Sevananda's anniversary mixer will be Thursday October 19th from 6-9:30PM. Member dialogue was added to the mixer this time to engage the Owners in conversation to create vision. The mixer was advertised on Adama's radio show, E-Blast, and register bag stuffers. Linkage and Ops are working on optimizing the email capture on Sevananda's website. The Co-op is in reboot. For Co-op month we are looking forward for Board members to table and spark conversation about membership with our shoppers. The month of October was dedicated to Co-op awareness.

A "Chi Ma'at" Dilworth motioned to approve the Linkage Committee Report.

2nd: Jim Williamson

Votes Taken:

Wanique Shabazz-Yes

A "Chi Ma'at" Dilworth-Yes

Adama Alaji--Yes

Tracy Dornelly -Yes

Mason West-Yes

Jessica McMorris-Yes

Jim Williamson- Yes

Pearletta Graves-Yes

Raj Mehta-Yes

-Motion Carried.

Elections Committee Report

Given by Jessica McMorris.

Jessica planned on organizing a special call meeting to address some of the recommendations made in the Elections Committee debriefing. The Board decided to table discussion of these recommendations until the new Elections Committee Chair is appointed. The Board discusses having a discussion with Sevananda's attorney regarding elections and how the information is to be stored. The final invoice from Wegner was received and it was more than anticipated. Initially the Elections Committee was given a quote of \$500.00 and the final invoice was over \$1,000.00. Charges were incurred from

every request, communication and inquiry with Wegner through the Elections cycle. Jessica does not recommend increasing the Elections Committee budget. On the contrary she recommends the next committee Chair being mindful of how additional charges can be incurred.

Raj Mehta motioned to approve the Elections Committee Report.

2nd: Tracy Dornelly

Votes Taken:

Wanique Shabazz-Yes

A “Chi Ma’at” Dilworth-Yes

Adama Alaji--Yes

Tracy Dornelly -Yes

Mason West-Yes

Jessica McMorris-Yes

Jim Williamson- Yes

Pearletta Graves-Yes

Raj Mehta-Yes

-Motion Carried.

Debrief

The full Board agrees that this was a great productive meeting.

A “Chi Ma’at” Dilworth motioned to adjourn the October Regular Session Meeting.

2nd: Adama Alaji

Votes Taken:

Wanique Shabazz-Yes

A “Chi Ma’at” Dilworth-Yes

Adama Alaji-Yes

Tracy Dornelly -Yes

Mason West-Yes

Jessica McMorris-Yes

Jim Williamson- Yes

Pearletta Graves-Yes

Raj Mehta-Yes

-Motion Carried.

Meeting adjourned at 9:53PM

A "Chi Ma'at" Dilworth
Board Executive Secretary

Date

Regular Meeting Notes

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Jessica McMorris (Conference Line)

Pearletta Graves (7:18PM)

Raj Mehta (6:45PM)

Jim Williamson (6:48PM)

Non-Board: Cheranna Dottin (Board Admin)

Ahzzah Simons (General Manager)

Please see GM Monitoring Report Below.

Addition details furnished upon request.

- Policy III-9 Asset Protection.
- Monitoring Asset Protection.
- Sales Charts