

Board of Directors' Meeting Notes for April 19, 2021

Board of Directors Present: Kylie Oliver, Paul Coogan, Lynn Wade, Jennifer Jiau, Peter Doft, Jamie Decker, Torran Owen, Janice DuVall, Steve Myrick. Guests. Britt Hackman, Loni Lavalier
Staff: Sarela Bonilla

New Business

Britt Hackman introduced herself to the Board of Directors (BOD). She is interested in the workings of the board and has served on the board of a co-op in Ohio. She has experience in business and marketing and may be transitioning full time to San Diego in the future.

Jamie made a motion to approve the minutes of the previous board meeting. Peter seconded. Vote: in favor – 9. Motion passed unanimously.

An Executive Session was held. The Co-op's café building was discussed and the Interim General Manager's (IGM) contract was approved. A list of expectations of the IGM from the board is needed.

We will have to have an Executive Session to bring new board members up to speed. Steve made a motion to ratify the slate of elected board members. Janice seconded. Vote: in favor – 9. Motion passed unanimously.

Outreach and Education Committee

Janice asked how large contributions to schools were handled; they are now on hold due to the Pandemic. Jamie said these contributions were made from the market budget and required that an application from the school be submitted to the board for approval.

Janice asked for clarification of the market's organic certification. Jamie said that the Produce Dept. is certified organic. Though not all items in the store are 100% organic, she reported that the dept. buyers strive to purchase the best products available, following the guidelines of the Co-op's Merchandising Policy.

Finance Committee

The organization's revenue for the month of March was down 27% and down 26% year-to-date compared to 2020. Sales per paid labor hour was \$89.66 compared to \$103.50 in 2020. Total personnel costs for the month of March 2021 were 29.95% of revenue.

The second round of PPP Loan funds are being used for payroll expenses.

Nominating Committee

Steve proposed having the board's Vice President be an informal co-president to share work and transfer knowledge. There will be a new board member orientation meeting next week. Access to the Google Drive will be set up for new board members Loni Lavalier and Stephanie Kent.

Interim General Manager's Operations Report

Gross sales were up 16.07% for the market compared to April of 2020. April of 2020 was when the peak of panic buying had taken its effect at People's, with shelves empty and a disruption from most of our suppliers. Year-to-date we are down \$778,567 or 18.57% in sales compared to the first four months of 2020. Our organization posted a net loss of \$27,378 in April of 2021, compared to a net loss of \$85,908 in April of 2020.

Market

April	2021	2020	% Change
Sales	\$857,153	\$738,457	+16.07%
Basket Size	\$40.86	\$42.14	- 41.67%
Customers	22,499	29,968	+100.96%

April 2021 total personnel costs at the market came in at 27.5% of gross sales, with a decrease of 2.45% from 29.95% last month. We continue to supplement payroll costs with the second round of the PPP money we received in early march of 2021. Labor numbers continued to fall short of our target percentage and even though we are still using the PPP funds, our goal is to be sure that all of our labor is being used efficiently.

We held our first virtual Annual Meeting in April. Last year we bypassed the Annual Meeting as there were so many unknowns and we were not prepared to host a webinar. This year's guest speaker was award winning author Marion Nestle. Ms. Nestle spoke about the importance of food justice, the accessibility of food, and the importance of food co-ops such as ours. We were also provided with a very exciting sneak preview of the Outreach and Education Committee's video history of People's Co-op, which was facilitated by board member Janice DuVall. It was a successful event, and we were happy to have many virtual co-op owner attendees.

For Earth Day this year People's raffled off two beach cruiser bicycles to our shoppers. The raffle was held over the course of the day and winners were drawn the next morning. Because we have had to limit the number of events we hold at the market until we received the okay from local officials and the local health department, this was an exciting way for us to say thank you to our shoppers and encourage two lucky winners to decrease their carbon footprint.

In mid-April People's board made the decision to hire Interim General Manager, Wynston Estis, a member of the consulting cooperative Columinate. After the losses we incurred due to the pandemic and the fact that we have been trending downward in sales for the past few years, it was decided that we needed to bring in an external specialist to help us rebuild and help prepare us for a healthy re-opening of sorts. Wynston arrived just at the end of April and immediately began working with our managers and staff to develop a plan for growth and fun! We are all excited for the changes to come and hopeful for a better future for our Co-op.