

Board of Directors' Meeting Notes for November 19, 2018

Board of Directors Present: Stephanie Mood, Steve Myrick, Derek Casady, Lynn Wade, Mer-rin Muxlow, Sarela Bonilla, Andi Briceno and Jamie Decker. Staff: Gloria Isselhard. Guests: Nancy Casady, Paul Maschel, Brenda Winkle and Phillip Gianopulos

Board Study - Policy Governance

Stephanie read a review of the policy list she provided at the last meeting. She distributed copies of the article, *Four Pillars of Cooperative Governance* and read *Ends* from two co-ops. She said the Board of Directors (BOD) needs to develop written policies and access them. Mer-rin made a motion that the board adopt a policy entitled Executive Limitations: Financial Limita-tions and Activities. Derek seconded. Vote: passed unanimously.

Outreach & Education Committee

Nancy Kelly from the San Diego Climate Mobilization Coalition gave an overview of a group of 21 young people who are bringing legal action against affirmative action groups who are ignoring information they have had about climate change and who are subsidizing detri-mental action plans. She would like to display the photographs of these young people at the Co-op to bring attention to the upcoming trial.

Andi read a note from the president of the Ocean Beach Elementary School PTA thank-ing People's for a donation of organic oranges.

Andi reported that the members of the board will have an information table at People's Fall Arts & Crafts Fair. They will be sharing information regarding serving on the BOD.

Andi reported that eight owners will be attending the Coffee with the General Manager and Board of Directors event scheduled for December. She asked for suggestions for topics to be discussed.

Planning Committee

Sarela reported that the O.B. Garden Café will start adjusting their hours beginning in December. The café will be closed on Monday, open 9 a.m. – 2 p.m. Tuesday through Thursday, and open 9 a.m. - 8 p.m. Friday through Sunday.

Stephanie asked that board members fill out the self-evaluation form by December 17 and bring it to the December BOD meeting.

Jamie reported on People's annual Healthy Halloween Carnival in the store where there was face painting, clowns, and a magician, and a children's costume parade which included a stop at the O.B. Garden Café where there cookies and hot cocoa where served.

Stephanie reviewed the activities on the board calendar for the month of November.

Finance Committee

Steve reviewed the October financial reports. Total revenue was -3.63% for the month and -5.70% year-to-date compared to last year. Total cost of sales was -1.07% for the month compared to last year and -4.17% year-to-date. Gross profit was -8.23% and -8.38 respectively. Sales per paid

labor hour was \$81.73 compared to \$86.54 last year. Labor to sales ratio for October was 26.05% compared to 26.64 last year. Year-to-date it was 27.00% this year and 25.35% last year. Electricity, both cost and KW hours, was up, gas cost was up and water was down. The percent of change year-to-date is 13.18%. The Co-op's duplex property had the usual income and expenses.

Store Manager Operations Report

The month of November continued with old traditions as well as a new one. As a service to our shoppers, People's was open for the first time on Thanksgiving Day. Employees were polled before the decision was made, with the outcome being favorable to being open during the hours of 8 a.m. – 2 p.m. on the holiday.

The Co-op held its annual Fall Arts & Crafts Fair and featured a variety of talented local artists, jewelry makers and crafters. The Board of Directors staffed an information table at the fair as did the O.B Garden Café, which offered BBQ Pulled Jackfruit sliders. At \$1 apiece, the sliders sold out faster than they could be made and offered!

This month managers held fourth quarter department meetings. These meetings not only help to keep staff up to date on current Co-op events, but also help to maintain our commitment to a great customer experience and to garner employee input on how we can better serve our owners.

People's Produce Department had its annual organic inspection conducted by CCOF (California Certified Organic Farmers). The department also saw its first full month with a reduction of labor accompanied with a revised layout of the produce sales floor.

The water machine, which a large portion of our shoppers and owners depend on, was in and out of service for most of the month. Repairs have been successful and have resulted in a complete replacement of the mechanical workings.

Store sales showed a decline of -5.3% year-to-date compared with 2017. November sales were -1.21% compared to November 2017, with an average of 1,386 shoppers per day and an average transaction amount of \$25.90.

At the O.B. Garden Café, November was the month for pumpkin spice lattes as well as pumpkin spice pancakes. Both were a seasonal success. Friday nights at the café have officially become Trivia Night starting at 6 p.m., with prizes for winners including Ocean Beach People's Organic Food Market and O.B. Garden Café gift cards, logo t-shirts, and more.

A permit has been obtained that will allow the café to have a booth at local farmers markets, which will provide another outlet to market the café and its delicious food.

November sales for the café were 8.7% lower than October. Adjustments to labor, hours of operation, and to the menu have been made to try and recoup the loss in sales.

Lastly, both Ocean Beach People's Organic Food Market and the O.B. Garden Café won Reader's Choice Awards in the *Peninsula Beacon* newspaper this month. The café won first place for Best New Vegetarian Restaurant and the market won first place for Health Dining and Best Salad Bar!