



**Meeting Minutes
October 15, 2025**

Attendance

- **Board Members Present:** President Carla J., Vice President Brandi A., Secretary Page N., Treasurer Brenda K., Claire R., Leona O., Stacey S., Jake M., Tim B.
- **Staff Present:** Board Admin Laura Gerber
- **Others:** Board members elect Laurie B. and Tom D.
- **Absent:** General Manager John R.

1. Call to Order: The meeting was called to order by President Carla at 6:29 PM. Carla confirmed a quorum was present.

2. Agenda Review: No changes.

3. Consent Agenda: Carla presented the Consent Agenda, which included the minutes of the September 2025 board meeting and an owner reconciliation report. This month's New Owner Applications were previously approved before the Annual Meeting. Claire moved to approve the consent agenda. Second by Jake. The motion carried.

4. Policy Monitoring Report

- **A- Ends:** John pre-prepared the A(Ends) report, which board members reviewed prior to the meeting. Board members discussed additional questions and marked specific questions for follow up with John. Brenda moved to approve the A Report. Second by Leona. The motion carried.

5. Board Business

- **Actions without Meetings:** None.
- **Operations Report:** John had pre-prepared key statistics and departmental updates, which board members reviewed prior to the meeting. There were no additional questions.

6. Board Committee Updates:

- **Education Committee:** Did not meet.



- **Outreach Committee:** Leona presented an overview of the annual meeting. The board discussed what went well and what could be improved for next year. Follow-up tasks were assigned to individuals.
- **Events Committee:** Claire presented an overview of the community appreciation party. The board discussed what went well and what could be improved for next year. Follow-up tasks were assigned to individuals.
- **Finance Committee:** Met. Brenda presented an overview of meeting outcomes.
 - Brenda motioned that CCMA conferences be attended by the board president only, or one designated board member. Second by Claire. There were no objections and the motion passed.
 - Jake presented his analysis of recent benchmark financial reports. An agenda item will be added to all board meetings going forward to review the benchmark financial reports. The Finance Committee will organize training in co-op-specific financial literacy for all board members.
 - Tim proposed adding to next year's budget an end-of-year thank you gift for JFC staff. The board discussed using the board budget to provide a gift in 2025. Follow-up tasks were assigned to the Finance Committee.

7. Review Calendar and Tasks: Reviewed. Tasks assigned to individuals. Carla briefly presented details on the upcoming board retreat on November 16. Columinate consultant Molly Phipps will guide the board through self-accountability measures outlined in the C section of the Policy Register.

8. Adjournment: Jake moved to adjourn. Second by Page. There were no objections. The meeting was adjourned at 7:27 PM.

Half-day Board Retreat - Sunday, Nov 16, 2025 ,
12:30-4:30pm at FiftyNorth - 1651 Jefferson Parkway, Northfield

The next regular meeting is scheduled for December 17, 2025
6:30pm at 500 Water Street