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board of directors

Meeting Minutes
May 20, 2026

Attendance

- **Board Members Present:** President Carla J., Vice President Brandi A., Claire R., Leona O., Tom D., Laurie B., Treasurer Brenda K.
- **Absent:** Stacey S.
- **Staff Present:** General Manager John R., Board Admin Laura G.
- **Other:** incoming board member Matt S.

1. Call to Order: The meeting was called to order by President Carla at 6:36 PM. Carla confirmed a quorum was present.

2. Agenda Review: No changes. Tom moved to approve the agenda. Second by Brenda. There were no objections and the motion passed.

3. Appointment of New Board Member: After the resignation of Board Secretary, Page N, Matt Steihm will serve as a board member for the remainder of her term (through the end of 2026). Matt will run for a 3-year term that would begin in 2027 if elected. Leona moved to approve Matt as a board member. Second by Claire. There were no objections and the motion passed.

4. Consent Agenda: Carla presented the Consent Agenda, which included the minutes of the April 2026 board meeting, and new member applications. Laurie moved to approve the consent agenda. Second by Brandi. No objections and the motion carried.

5. Monitoring Reports: John had pre-prepared the B1 and B9 reports (Financial Condition and Emergency GM Succession), which board members reviewed prior to the meeting. John answered questions from board members. Claire moved to approve both reports. Second by Brenda. There were no objections and the motion passed.

6. Board Business

- **Actions without Meetings:** None.
- **Operations Report:** John had pre-prepared the Operations Report, which board members reviewed prior to the meeting. John answered additional questions and there was follow-up discussion on staff roles and local vendor partners.
- **Financial Benchmark report:** Brenda presented the Financial Benchmark Report, highlighting gross margin and providing some education to board members on how to interpret that data point. There was follow-up discussion on JFC's response to the current economic downturn.
- **Elections and Annual Meeting Planning:** Laura presented an outline of the planning process for board elections and the annual meeting. There was additional discussion. Tasks were assigned to the Board Engagement and Governance Events (BEGE) Committee.

- **Community Party Planning:** John asked for board input on the venue for the community appreciation party. There was additional discussion. Tasks were assigned to the BEGE committee.

7. Committees

- **Finance:** Board members reviewed the Finance Committee Q3 meeting minutes prior to the meeting. There were no additional questions. Brenda presented the intent to hold the Annual Meeting on zoom again this year and offer an incentive to attend. There was additional discussion and the board approved a $10 discount coupon per member number for attendees. There was additional discussion on giving a monetary thank you gift to all staff from the board.
- **Education:** Did not meet.
- **BEGE:** Did not meet. The committee plans to meet on Saturday, May 23 to discuss elections and annual meeting plans.

8. Review calendar and tasks: Laura reviewed tasks and upcoming calendar items.

9. Adjournment: Carla adjourned the meeting at 7:48

Next meeting is June 17, 2026 at 6:30pm
at 500 Water Street