

**DRAFT - UKIAH NATURAL FOODS  
(A.K.A THE HOMESTEAD EXCHANGE)  
MINUTES OF THE BOARD OF DIRECTORS**

The regular meeting of the Ukiah Natural Foods Board of Directors was convened on Monday, August 21, 2023, at 5:31 PM at Ukiah Natural Foods.

**BOARD DIRECTORS PRESENT:** Leo Buc (President), Gideon Burdick (Vice President), Tim Dolan (Treasurer), Angie McChesney (Secretary), Thomas Chandler, Steve Turner, Steve Groff, Larry Mayfield, and Christine Rodrigues

**STAFF PRESENT:** Lori Rosenberg (General Manager)

President Buc called the meeting to order at 5:31 P.M.

**1. Introductions and Check-Ins:**

**2. Brief Announcements; Confirm Agenda:**

President Buc added the Finance Committee Charter to the agenda as 6.A.

Board Member Rodrigues added the R & P Strategic Process Map and BDC 2023-2024 Timeline as 6.B.

Board Member Mayfield **MOVED to approve the agenda with additions.** Seconded by Board Member McChesney. **MOTION PASSED.**

Yes: Board Members;  
Buc, Dolan, Burdick, McChesney, Rodrigues, Turner, Groff, Mayfield, and Chandler

**3. Consent Agenda:**

Board Member Rodriguez **MOVED to approve the consent agenda.** Seconded by Board Member Mayfield. **MOTION PASSED.**

Yes: Board Members;  
Buc, Dolan, Burdick, McChesney, Rodrigues, Turner, Groff, Mayfield, and Chandler

**4. By-Law AdHoc Update:**

GM Rosenberg stated that a final draft should be sent from the attorney this week. Upon receipt, it will be sent out to the board for review.

**5. Second Quarter Financials:**

Treasurer Dolan reviewed all the second-quarter financials. Please see the financial reports.

**6. Investment Recommendation:**

Treasurer Dolan stated that we allow maturing CDs to be reinvested by our management team, GM Rosenberg, and Accounting Manager Wright and that the finance committee will review them as well when they are presented and will keep the board aware.

There was a discussion on the Investment Policy. There's no conflict between the policy and what is being stated. This is just information for the board on what will be happening with the CDs.

**6. A - Finance Committee Charter:**

President Buc reviewed the changes to the charter with no motion at this time until goals have been added.

**6. B - R&P Strategic Process Map and BDC 2023-2024 Timeline:**

Board Member Rodrigues shared her screen and reviewed the R&P Strategic Process Map and the BDC 2023-2024 Timeline for the Coop Board.

**7. 2024 BOD Expenditures:**

Treasurer Dolan stated that Accounting Manager Wright needs to know what board expenditures will be needed for the 2024 year as numbers are needed for the budget. Those numbers are needed by October at the latest.

**8. GM Report:**

Board Member Burdick inquired about the program that was being discontinued. GM Rosenberg stated that it was not a discount, it was Fresh Savings and reviewed what that program was and that it didn't do well with the promotions that were done and now it will be point of sale signage but it's not going away just a different marketing point.

Board Member Groff encouraged the use of an Exit Survey to be done when employees leave voluntarily.

GM Rosenberg stated that they are having a theft issue and UPD is called. There's not much that they can do, the Coop can get a restraining order against the person. There was a discussion on frustration with the situation.

Board Member Groff **MOVED to approve the Board President Buc to contact the Chief of Police at UPD and enforce theft.** Seconded by Board Member. **MOTION PASSED.**

Yes:                      Board Members;

Buc, Dolan, Burdick, McChesney, Rodrigues, Turner, Groff, Mayfield, and Chandler

President Buc inquired about the employees wearing masks at the Coop, GM Rosenberg stated that this was due to an outbreak within the staff population and we are following the regulations of Cal OSHA policy that is set in place at this time.

Board Member Groff inquired about the bowl bar being closed. GM Rosenberg stated that we had to close to do some erratic temperatures and had to change some of the internal equipment.

**9. Committee Reports:**

The Finance Committee already gave their report.

Owner Relations stated that the update is in the minutes.

**10. Little Questions:**

GM Rosenberg inquired about the timeline is going to be the succession planning package

**11. Topics for Next Month:**

None

**12. Closing and Evaluation:**

President Buc adjourned the meeting at 7:10 P.M.  
The next Meeting is on **September 18th, 2023** by Zoom  
Submitted by Erica Ramirez, Board Administrator