

**FINAL - 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, January 20th, 2025, at 5:36 PM via Zoom.

BOARD DIRECTORS PRESENT: Tim Dolan (Treasurer), Angie McChesney (Vice President), Stephen Turner, Christine Rodrigues (Secretary), Ky Mayers, Tom Chandler, Stephen Groff

BOARD DIRECTORS ABSENT: Gideon Burdick (President), Larry Mayfield

STAFF PRESENT: Lori Rosenberg (General Manager)

Secretary Rodrigues called the meeting to order at 5:36 P.M.

1. Introductions and Check-Ins:

2. Brief Announcements; Confirm Agenda:

Board Member Groff **MOVED to approve the agenda.** Seconded by Board Member Chandler.
MOTION PASSED.

Yes: Board Members;
McChesney, Rodrigues, Chandler, Mayers, Dolan, Groff and Turner

3. Consent Agenda:

Secretary Rodrigues **MOVED to approve the consent agenda with changes as presented.**
Seconded by Board Member Mayers. **MOTION PASSED.**

Yes: Board Members;
McChesney, Rodrigues, Chandler, Mayers, Dolan, Groff and Turner

4. GM Report:

GM Rosenberg reported on positive changes within the store and shared some statistics that were in her report. The HR Manager's last day is the 31st of the month, a current employee will be taking that role, and the new HR assistant has started this week.

5. Power of Attorney Authorization:

Treasure Dolan stated that this came up because the Coop needed to resolve an issue with the IRS and was not able to contact them. A letter was sent and signed by Treasure Dolan to the IRS and now we need to submit a power of attorney so that the Financial Manager can call and deal with any issues related to the IRS on behalf of Coop, the Finance Committee is recommending

that this be approved as it's needed. GM Rosenberg stated that we do not owe the IRS money, Accounting Manager Wright has been trying to resolve the issues but hasn't been able to due to needing this power of attorney to be completed.

Board Member Chandler **MOVED to approve the execution of the power of attorney document and allow the Accounting Manager access to the Coop's account.** Seconded by Treasurer Dolan. **MOTION PASSED.**

Yes: Board Members;
McChesney, Rodrigues, Dolan, Chandler, Mayers, Groff and Turner

Treasurer Dolan **MOVED to approve the authorization of Accounting Manager Wright to be the staff named as power of attorney for the Coop.** Seconded by Board Member Turner. **MOTION PASSED.**

Yes: Board Members;
McChesney, Rodrigues, Dolan, Chandler, Mayers, Groff and Turner

6. Committee Reports:

Owner Relations - Board Member Groff stated that there was no meeting this month. There has been a transition with the new Marketing Manager and we will be meeting next month.

Board Development - Board Secretary Rodrigues reported we have collected the results of the board survey. Hope to have those results at the next meeting.

Finance Committee - Treasurer Dolan reported on the sales and gave an overview of the finances presented.

GMEC - No update/Report given.

Strategic Planning - No Report

Farmer Loan - No Report

Executive Search -Vice President McChesney stated that we received 13 applicants and nine of them have had a phone screen with Melanie, five are being scheduled for first-round interviews with the Executive Search Committee, which are taking place via Zoom next week and the week after. The position will still remain open during that process. There are a few really good candidates and if moved forward they will be brought in for an in-person interview/meeting.

GM Rosenberg stated that there is no closed session tonight.

7. Topics for Next Month:

- Board Election

- Strategic Planning
- Executive Search
- Patronage Dividends

8. Closing and Evaluation:

Secretary Rodrigues adjourned the meeting at 6:19 P.M.

The next Meeting is on **February 17, 2025**, via Zoom

Submitted by Erica Ramirez, Board Administrator