

**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, January 17, 2022, at 5:30 PM via Teleconference through Zoom.

BOARD DIRECTORS PRESENT: MaryLou Leonard (President), Larry Mayfield, Steve Oliveria, Tim Dolan, John Bailey (Treasurer), Angie McChesney (Secretary), and Beth Salomone

BOARD DIRECTORS ABSENT: Leo Buc (Vice President)

STAFF PRESENT: Lori Rosenberg (General Manager), Anne Wright (Accounting Manager)

GUESTS: Gideon (Coop Owner Member)

President Leonard called the meeting to order at 5:30 P.M.

1. **Introductions and Check-Ins:**
2. **Brief Announcements; Confirm Agenda:**

Treasurer Bailey stated that he will not be running after his term ends.

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

Yes: Board Members;
Oliveria, Mayfield, Bailey, Salomone, Leonard, Dolan, McChesney

3. **Draft Budget for 2022**

Accounting Manager Wright stated that the budget was sent out and it was broken down by percent. We will be budgeting for sales projects of 7% increase for 2022, the proforma budget has us at 6% for Deli for our second year and we are pushing that. We are also going for a 38% margin in 2022, we have achieved a 37% margin and now that store expenses have increased, we are needing to achieve that percent. Our biggest expense is labor at 26% of gross sales and that leaves us with a margin of 12% and that's where we want to be with that number.

Accounting Manager Wright went through each percent in the budget with an overview of each.

President Leonard inquired about Cal Recycle and what our comment is for that fee. Wright stated that we are unfortunately stuck with the fee until something changes with the legislation.

Accounting Manager Wright reviewed upcoming expenses in 2022, and that we might have to dip into our saving just a little bit.

Treasurer Bailey reviewed what was discussed at the Finance Committee about the budget.

4. Consent Agenda:

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

Yes: Board Members;
Oliveria, Mayfield, Bailey, Salomone, Leonard, Dolan, McChesney

5. Board Responsibilities with Strategic Plan Tactics

Will be discussed at next month's meeting.

6. GM Report:

GM Rosenberg stated that we are at 15 positive COVID cases, with one more pending. The solar project is happening, those plans will be changing slightly as the plans were done before the store got the generator. The new round up at the register program has been doing great and is positive. Our advertising on the on the side and back of MTA's buses has not gone up. We have been getting new memberships, and that's been great. COVID has been hard for the store and the last couple of weeks have been hard with staff out. Our turnover rate for 2021 77.4% which is not too bad as industry-wide was in the 90's. We can sign up 9 staff for DEI training from NCG, TMI has prepared this self-directed training to start in March. We will now have same day pick up with Webcart in hopes this will get more people to use this in the future. We rolled out hot pizzas and they are selling out and we are selling cheesecake that an employee is making. Hot panini sandwiches will be coming out soon.

Meeting with auditors will be happening next month with the board.

7. Board Elections

Next board meeting.

8. No Mask Protesters

GM Rosenberg stated that we have had no new incidents. Board Member Oliveria inquired if GM Rosenberg received feedback from UPD. GM Rosenberg stated that she has not reached out to them since her last conversation with the Police Chief.

Board Member Salomone inquired if we have consulted an attorney? What happens if one of the protesters applies to run for the board? Board Member Mayfield stated that there are no automatic appointments. GM Rosenberg stated that the board appoints the members to the board and that an attorney has not been contacted. There has been only one person identified of the protesters who was a member. Board Member Salomone stated that she is still for escheating

that person membership. Board Member Bailey stated his thoughts on the issues and escheating memberships. Board Member McChesney stated her concern about escheating members and hoping to find a less punitive way, and her thoughts on the situation. Board Member Mayfield stated that he agrees with taking their membership away if they will behave that way. GM Rosenberg stated that wearing a mask in the store is required to wear a mask, and those that are not able to wear one due to medical reasons are able to shop via webcart. GM Rosenberg will be reaching out to a Coop Attorney for feedback on this situation. Board Member Salomone shared her experience in the store when this event happened as she was present for it.

9. Committee Reports:

Board Member Oliveria stated that he will be picking up a check from Accounting Manager Wright for the College and explained the Grants and the Scholarships process from ORC.

10. Little Questions:

None currently.

11. Topics for Next Month:

- Auditor's Update
- Board Responsibilities with the new Strategic Plan
- No Mask Protesters

12. Closing and Evaluation:

President Leonard adjourned the meeting at 7:01 P.M.

Next Meeting **February 21st, 2022**, via Zoom

Submitted by Erica Ramirez, Board Administrator