

**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, December 16th, 2024, at 5:33 PM at the Coop.

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

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

President Burdick called the meeting to order at 5:33 P.M.

1. Introductions and Check-Ins:

2. Brief Announcements; Confirm Agenda:

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

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

3. Consent Agenda:

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

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

4. GM Report:

GM Rosenberg stated the stove in the kitchen had died and that a new one with a rebate from PG&E had been bought and ordered, the vendor that the new stove had been ordered from would also take away the old stove.

Board Member Rodrigues inquired about the low turkey sales. GM Rosenberg stated that they ordered the same amount as last year and that nine people didn't pick up their pre-ordered turkeys. We could have resold those and we are hoping that they will sell by the next holiday.

GM Rosenberg stated that the store had a first black Friday sale and that it went fairly well. This

will be a new tradition going forward.

There was a discussion on the construction on Gobbi and how that driveway was closed for customers and it has been very frustrating to deal with the all ongoing construction without notice.

GM Rosenberg stated that the store got reimbursed from insurance for the lady who hit the window with her car. GM Rosenberg stated that she interviewed for the Marketing and Outreach Coordinator role and is looking at making an offer to a candidate.

GM Rosenberg stated that the store now has panic buttons throughout the store and silent strobe lights have been installed, staff also have a certain key card that needs to be checked out when using the back door to get back in. However, with the panic buttons, we are not sure what the response time is. There will be training with all staff and managers on all the new additional safety measures that have been installed.

5. **Budget**

Treasure Dolan stated that the FC meeting met and reviewed the budget documents, he also gave an overview of the budget and what it's looking like for 2025 and the conclusion is that labor is way over budget. The budget does reflect two FTEs removed for the 2025 year. Accounting Manager reviewed earlier sales of the Coop and the deli addition. There was also discussion on the increased medical benefits.

Treasurer Dolan **MOVED to approve the budget as present and will review it quarterly with potential modification in six months.** Seconded by Board Member Mayers. **MOTION PASSED.**

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

6. **Committee Reports:**

Owner Relations - Board Member Groff stated that grants and donations, back to schools, and scholarships have been removed due to the very tight budget.

Board Development - Board Secretary Rodrigues reported the board application packet is on the website. The annual board self-evaluation survey is now in Google Forms and will be sent out by the end of the year.

Finance Committee - Treasurer Dolan stated that this has been covered in the budget discussion.

GMEC - No update/Report given.

Strategic Planning - No Report

Farmer Loan - No Report

Executive Search - The next meeting is on Wednesday.

7. Topics for Next Month:

- Strategic Planning
- Executive Search
- Patronage Dividends

8. Closing and Evaluation:

President Burdick adjourned the meeting at 7:15 P.M.

The next Meeting is on **January 20, 2025**, via Zoom

Submitted by Erica Ramirez, Board Administrator