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, August 18, 2025, at 5:30 PM via Zoom.

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

STAFF PRESENT: Anne Wright (Accounting Manager), Dagoberto Gonzalez (HR Manager), Lodie DeAlba (Front End Manager)

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

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

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

   President Burdick **MOVED to approve the agenda as presented.** Seconded by Secretary Rodrigues. **MOTION PASSED.**

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

3. **Consent Agenda:**

   President Burdick **MOVED to approve the agenda as presented with changes.** Seconded by Secretary Rodrigues. **MOTION PASSED.**

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

4. **GM Report:**

   Accounting Manager stated that in addition to the submitted report, there is a $9,500 repair on the produce walk-in that needs to be fixed. This will not put us over budget. We were thinking about getting a wine license to serve wine in the store when we have wineries come in. When looking into this, we need to change who is listed on the account with ABC as it has been over 10 years since, and this will require board paperwork and will cost some money to get this fixed. We will also be looking at the hot bar hours, as since we have changed it to closing at 2 PM, we have seen sales down 44% and have had a lot of complaints about it. Cross-training is going well, and the goal is that everyone can do the majority of the floor jobs. There will be an asset item in the range of $24k.

Secretary Rodrigues **MOVED to authorize staff to purchase the berry cooler in an amount up to $26,000.** Seconded by President Burdick. **MOTION PASSED.**

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

5. **Board Resolutions:**

Accounting Manager Wright stated that we have a couple of board resolutions. One will be naming HR Manager Gonzalez as an authorized signer for the Co-ops 401K retirement account with Human Interest. The second one is also naming HR Manager Gonzalez as the second authorised signatory on the Co-ops account with Edward Jones.

Both of those resolutions were brought to the Finance Committee, and the committee approved them for the board to approve.

Treasurer Dolan **MOVED to authorize HR Manager Gonzalez to be an authorized signator on the Edward Jones account.** Seconded by President Burdick. **MOTION PASSED.**

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

Treasurer Dolan **MOVED to authorize HR Manager Gonzalez to be a signer on the 401 (k) account with Human Interest.** Seconded by President Burdick. **MOTION PASSED.**

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

6. **Committee Reports:**

Owner Relations Committee - No meeting, but we will have another member-owner join the meetings.

Board Development Committee - The committee is currently updating the recruiting packet. Included in the board packet is the draft BOD commitment and confidentiality agreement, and an overview of the document was given.

Finance Committee - There was a brief review of the finance stats from the meeting.

GMEC - No meeting

7. **Little Questions:**

Accounting Manager Wright inquired about whether the board will be writing some type of communication to the members about the GM and what is going on. The board stated that yes, there will be a communication that will be going out.

President Burdick stated that at this time, we are not actively taking applications for the GM but will have an update within the next few weeks.

Lodie inquired if the board has any concerns with the leadership team on how they are doing while there is no GM, and if they will be getting more communication from the board on the GM process and updates. President Burdick stated that the board entrusted the three of them with what you all are currently doing. As for communication on the status of the GM, reports will be given as they come along, but right now, there is nothing to report. If the team needs support, please reach out to the board.

8. **Topics for Next Month:**

- None Reported

9. **Closing and Evaluation:**

President Burdick adjourned the meeting at 6:30 P.M.
The next Meeting is on **September 15, 2025,** via Zoom
Submitted by Erica Ramirez, Board Administrator