

1 **BRIARPATCH COMMUNITY MARKET**  
2 **Board of Directors Regular Meeting**

3  
4 **MINUTES**

5  
6 **OCTOBER 7, 2008**  
7

8  
9 **Date: Tuesday, October 7, 2008, 5:30 p.m.**

10 **Place: BriarPatch Co-op Community Room**

11  
12 **Directors Present:**

13 Quorum present: Malaika Bishop, Mark Fenton, Jeff Gold, Joey Jordan,  
14 Debbie Plass, Lew Sitzer, Peter Van Zant, Alan Weisberg

15  
16 **Directors Absent:** None

17  
18 **Managers Present:** Paul Harton, General Manager; Chris Maher, Operations;  
19 Mark Warner, Finance; Heather Wright, Human Resources; Stephanie  
20 Mandel-Austin, Marketing/PR.

21  
22 **Others Present:** Please see attached sign-in sheets (2).  
23

24 **I. Call to Order: Opening Quote**

25 The regular meeting of the BOD was called to order at 5:34 p.m. by Debbie  
26 Plass, President of the Board of Directors.

27  
28 Opening Quotation given by Alan Weisberg. Please refer to cassette and/or  
29 digital audio recordings for full text.  
30

31 **II. Approval of Agenda for 10-7-08 and Minutes of September 2008:**

32  
33 Approval of Agenda for October 7, 2008:

34 **MOTION: Lew Sitzer moved to approve agenda as written, Peter Van**  
35 **Zant seconded, and the motion passed unanimously.**  
36

37 Approval of Minutes from September 2, 2008:

38 **MOTION: Lew Sitzer moved to approve the minutes as written, Peter**  
39 **Van Zant seconded, and the minutes were approved unanimously.**

1 **III. Public Comment:** Michael Brackney expressed questions about the  
2 Patronage Refund system. Please refer to cassette and/or digital recordings  
3 for full context of speech.  
4

5 **IV. General Manager Report:** Please see attached “General Manager Report –  
6 October 2008”. Please refer to cassette and/or digital recordings for  
7 highlights and updates presented by Paul Harton.  
8

9 Jeff Gold arrived at 5:56 p.m.  
10

11 **V. Committee Reports & Recommendations:**  
12

13 **1. Finance:** Please see attached “Finance Report for the Period Ending  
14 August 31, 2008” and “Finance Committee Meeting Report, Tuesday,  
15 September 30, 2008”. Please refer to cassette and/or digital recordings for  
16 highlights and updates presented by Alan Weisberg and Mark Warner.

17 **a. Recommendation:** Bob O’Brien be made a member of the Finance  
18 Committee.

19 **Motion:** Alan Weisberg moved to accept Bob O’Brien as a member of  
20 the Finance Committee, Mark Fenton seconded and the motion passed  
21 unanimously.  
22

23 **2. Human Resource:** Please see attached “Human Resource Committee  
24 Meeting Report, Thursday, September 18, 2008”.  
25

26 **3. Governance Committee:** Please see attached “Governance & Strategic  
27 Planning Committee Meeting Report for Wednesday, September 17, 2008”.  
28

29 **a. Strategic Planning Report:**

30 **Recommendation:** Accept the proposal submitted by Janet Cohen  
31 (Community Action Partners) for the Strategic Planning Process (see  
32 Attachments).

33 **Motion:** Joey Jordan moved to accept the Community Action Partners  
34 proposal to work with the BriarPatch Co-op board and staff to design  
35 and conduct an engaging strategic planning process to set organizational  
36 and programmatic direction for the coming years. Malaika Bishop  
37 seconded and the motion passed unanimously.

38 Janet Cohen was present and answered questions from the Board. Please refer  
39 to the audio recordings of the meeting for the full text of the questions and  
40 answers.

1 **4. Owners Committee:** Please see attached “Owners Committee Meeting  
2 Report for Tuesday, September 9, 2008 and Tuesday, September 23, 2008”.  
3 Also attached are “Owners Committee Meeting Minutes for Tuesday,  
4 September 9, 1:00 p.m.” and “Owners Committee Meeting Minutes Tuesday,  
5 September 23, 1:00 p.m.”.

6  
7 **5. Executive Committee:** Please see attached “Executive Committee  
8 Meeting Report for Monday, October 6, 2008”.

9 **a. Recommendation:** All Committee members sign a confidentiality form.

10 **Motion: Alan Weisberg moved to require all committee members (who**  
11 **are not Board members\*) to sign confidentiality forms. Peter Van Zant**  
12 **seconded and the motion passed unanimously.**

13  
14 **\*Board members have already signed confidentiality agreements.**

15  
16 **b. Recommendation:** Board meeting in November be moved to November  
17 11, due to the elections.

18 **Motion: Peter Van Zant moved to change the November Board meeting**  
19 **to November 11 due to the elections. Jeff Gold seconded and the motion**  
20 **passed unanimously.**

21  
22 The public session of the meeting adjourned at 7:15 p.m. to go into Closed  
23 Session.

24  
25 **VI. Closed Session: Personnel Issue**

26  
27 Closed Session adjourned and the public session resumed at 8:38 p.m.

28  
29 **VII. Meeting Adjournment:**

30 Meeting adjourned at 8:45 p.m.

31  
32 **DECISIONS SUMMARY:**

- 33 1. Approval of Agenda and Minutes. P. 1, lines 31-39.  
34 2. Accept Bob O’Brien as member of Finance Committee. P. 2, lines  
35 19-21.  
36 3. Accept CAP (Janet Cohen) proposal. P. 2, lines 32-36.  
37 4. Committee members sign confidentiality forms. P. 3, lines 10-12.  
38 5. Change November Board meeting to November 11. P. 3, lines 18-20.

1 **SUMMARY OF ASSIGNMENTS/COMMITMENTS:**

2 **None**

3  
4 **NEXT REGULAR MEETING WILL BE HELD TUESDAY, November**  
5 **11, 2008 at 5:30 P.M., in the Community Room of the BriarPatch.**

6  
7 Minutes prepared by Mimi Malthan on October 9, 2008.

8  
9 **APPROVED BY:**

**DATE:**

10 (These minutes were approved on November 11, 2008 by the Board of  
11 Directors. The official signed copy is on file.)

12  
13  
14 **ATTACHMENTS:**

- 15 Agenda for BOD meeting October 7, 2008
- 16 Sign In Sheets (2)
- 17 General Manager Report – October 2008
- 18 Finance Report for the Period Ending August 31, 2008
- 19 Finance Committee Meeting Report, 9-30-08
- 20 Human Resource Committee Meeting Report, 9-18-08
- 21 Governance & Strategic Planning Committee Meeting Report, 9-17-08
- 22 Strategic Planning Retreat Proposal, 9-24-08
- 23 Owners Committee Meeting Report, 9-9-08 and 9-23-08
- 24 Owners Committee Meeting Minutes, 9-9-08
- 25 Owners Committee Meeting Minutes, 9-23-08
- 26 Executive Committee Meeting Report, 10-6-08

27  
28 ~~~~~

29  
30  
31 The **ATTACHMENTS** are fastened to the Minutes Draft and posted on the  
32 bulletin board, lower left hand corner. (The bulletin board is near Customer  
33 Service, in the front of the store.)

34  
35 This meeting and all Board meetings are recorded both digitally and on  
36 cassettes. If anyone is interested in listening, please ask Debbie or Mimi for  
37 details.