Caledonia Food Cooperative Board Meeting Agenda

October 20, 2026
502 Railroad St, 2nd Floor, 4:30-6:00 pm

In attendance	**Brandolyn Bradley, Mark Clough, Jim Levison, Kim Borsavage, Margaret Kucia, Sarah Vorhies, Eric Pomeroy** **Amanda Gangell, Ed King, Chris Gilbert**
Approval of Minutes	Minutes--2026 (10)--October 6.docx ***Jim Levison moved that the minutes be approved; Eric Pomeroy seconded; no discussion; minutes approved by board members***

Agenda Item	Specifics	Time	Discussion Leader
Welcome/ Approval of meeting minutes	**Brandolyn Bradley welcomed board members, Amanda Gangell, Ed King and Chris Gilbert. Noted that the agenda had been distributed and asked if there were any amendments. None were made, so she called on Amanda Gandell to provide an update.**	4:30pm	Brandolyn
Member Comments	Co-op members are welcome to attend Board meetings and have the opportunity to share feedback. **(No members attended; for the sake of transparency board meeting notices will be included in email blasts and on the co-op website. Members are welcome to attend, observe and make comments, and remain at meetings unless the board goes into an executive session.)**	4:35pm	Brandolyn
GM Update	**Amanda Gangell opened by noting that members now total 2010. The majority of new memberships are created by store cashiers, which is advantageous because those made through the website/square processing include a small percentage fee.** **An onboarding package has been sent to a Fresh Foods Manager candidate who has verbally accepted the position and will begin work on October 26.**	4:45pm	Amanda

	There was a slight decrease in sales this past week primarily because a few staffers called out in prepared foods, which is being covered by the operations manager, Sarah Nicole. **Quality fresh fish is now available; delivered twice weekly. The fish is packaged and thus far, customer feedback has been positive.** **Store is now accepting Thanksgiving turkey pre-orders with a $20 deposit. Misty Knoll and Stonewood Farms are the providers. Members receive 10% off their orders.** **It's been difficult to maintain inventory of locally procured breads, so the store is moving more toward conventional grocery-store options, such as Arnold.** **Amanda noted that she will distribute to members connected online a Food for All program proposal that will be launched November 16 and will provide discounts to eligible members who receive benefits through SNAP, WIC, SSI or SSIDI. This program discount will help make nutrious food options more accessible.** **The store is seeing higher customer traffic and larger basket sizes.** **General member discount day will be Saturday, October 24.** **Unfortunately, there are no prospects for the produce manager position. The position is posted widely, and these sites are monitored.** **There was a brief description about store hours – Amanda and team members are looking at traffic to determine shortening hours on some days (e.g., Sunday late afternoon/evening is a possibility for closing early and saving labor costs.)** **There was discussion about St J student patrons. A number are frequent, weekly customers. A survey will be distributed to the student body – obtaining feedback overall, but specifically also surveying for foreign student feedback, "what are they missing from home?"** **Chris Gilbert distributed financial reports to board members and noted that overall, the first**		

	quarter was a little wonky, as all first quarters tend to be. The margins weren't bad. Margin scanning through POS was at 34%, a good sign. Inventory upkeep is important; pricing is up to date. Labor costs are coming down weekly (now about 29%). It is acknowledged that sales need to increase. "Simple in theory, but hard in reality." **Produce had pretty decent margins. Florals were negative, but that's low dollars. Meat margin was rough, but that was expected.** **Inventories for all departments will be taken again, and we will have a good idea as to where we are.** **Amanda then noted that the store's cashiers will be allowed to make judgement calls regarding requesting IDs for customers making alcohol purchases. If a customer looks younger than 45 years, they will be asked for identification. Not all parties will need to produce IDs unless the cashier feels justified in asking. Amanda noted that the initially very strict alcohol age screening was in response to the VT DLC strict rules and wanting to protect the store in its early days of operaiton.** **At the close of her presentation, Amanda mentioned how beneficial it is to have board members in the store – especially at a sampling table or selling merchandise. There was enthusiasm for this idea, and Amanda indicated that she'd send out an electronic calendar sign-up sheet.**		
Executive Session	**Brandolyn Bradley called an executive session one hour, four minutes after the board meeting commenced.**	5:15pm	Brandolyn
Meeting Adjourned	**6:02 pm**	6pm	Brandolyn

For the Record	**As of 10/20/2026**
Membership Update	member-owner households: 2010

The meeting was adjourned at 6:02 p.m.