

Caledonia Food Cooperative Board Meeting Agenda

August 4, 2026

MS Teams 4:30 – 6:00 PM

In attendance	Board members: Pete, Anne, Kim, Brandolyn, Karina, James, Tim, Mark Others: Amanda, Chris, Ed
Approval of Minutes	7/21/26 meeting internal minutes 7/21/26 minutes for website upload Motion to approve 7/21 minutes --> Mark moved to accept; Tim seconded; Approved <i>Discussion/query - minutes are not being updated to website since 4/7/26. Is there a process for that? What about when new website is put into place (and what is timeframe for that)?</i> Garret is moving web content amidst his other responsibilities. He can post minutes if they are sent to him: marketing@caledoniafood.coop

Agenda Item	Specifics	Time	Discussion Leader
Board Leadership Succession	Need for new board leadership post-annual meeting. Thoughts and process. General discussion/questions raised re protocol	5	Pete
GM Update	First weeks of operation; membership update; sales review Amanda reported that sales are 46% below budget. One reason may be that store reorganization may have caused some shopped confusion. Team is reviewing price setting and taking cues from other sources (BOGO for example). Team is responding to customer product requests. [Gillian (Discover St J) noted that there are safety concerns and that pedestrian traffic has lessened on Railroad, etc.] Labor costs are up as some staffers have needed to work overtime. Regarding membership, 29 new members signed up via store cashiers.	25	Amanda

	August member discount day will coincide with the August 22 Grand Opening celebration. There will be vendor sampling, food trucks in the parking lot, etc. Will undoubtedly need some CFC board member support that day.		
Policy Governance Documents	Please review the draft documents that were emailed on Thursday and come with questions and items for discussion. Detailed discussion ending with agreement that as a document, it is general enough in nature to be acceptable by the board. Tim moved to approve the Policy Register; Someone seconded; Approved	20	Pete, Mark
Election Committee	Timeline and process There wasn't sufficient time left in the meeting; James was asked to provide an interim report to board members via email.	10	James
Annual Meeting	Updates on plans for annual meeting and annual report There wasn't sufficient time left in the meeting; Kim was asked to provide an interim report to board members via email.	10	Kim, Tim
Financial Report	Update on board finances since the opening of the store Jim could not attend the meeting; this report was not made	5	Jim
Upper Valley Co-op	Board members from the Upper Valley Co-op in White River Junction are interested in visiting the co-op. Would any CFC board members like to be involved?	5	Ann
Executive Session	Pete called an executive session. Non-board members were excused from the meeting.	10	Ann/Pete

For the Record	As of 8/4/26
Membership Update (in POS)	+/-1863 member-owner households (to be updated by GM)
Financial Update	

Board meeting adjourned at 6:10 pm