



December 15, 2015 Board Meeting, 7:00 pm, North Coast Food Web office, 577-18th St, Astoria

Present: Allie Evans, Beth La Fleur, Matt Stanley, Angela Sidlo, Danny Rasmussen, Brad Hill, Norma Hernandez, Andrea Larson-Perez, Todd Holm

Absent: Libby Lawrence (excused).

Public present: None.

Call to order: Allie called the meeting to order.

Agenda: Matt asked for a motion to approve the December 15, 2015 Board Meeting agenda, with the following additions: **Discuss the Beans for Bags proposal after “Upcoming Dates” and add Secretary position election to “Approve last meeting’s minutes”.** Danny motioned and Norma seconded, all approved.

Public Comment: The Board reviewed and discussed the member comment from Marti Wajc, provided in the Board packet. Allie has responded to the letter.

Board Comment: Beth requested that the Secretary title be given to another Board member. She has been Secretary for 2 1/2 years and it would be nice allow another member the opportunity to be Secretary. This will be discussed again later in the meeting.

Upcoming Dates: The next Board meeting will be January 19, 15 at 577 18th Street, 7pm, followed by February 16, and March 15. We will check into viable dates for a one day Board retreat in Astoria, including the last weekend in February, or March 5 or 6, or April 2 or 3.

Beans for Bags Proposal: Matt reviewed the next quarter’s Beans for Bags applicants: NAMI (National Alliance Mental Illness), Lunch Buddy Mentoring Program, and the Harbor (formerly Womens Resource Center). Mention was made to encourage the Wildlife Rehabilitation Center and the new Warming Center to apply for the next cycle. **Danny made a motion to approve NAMI, Lunch Buddy Mentoring Program, and the Harbor to be next quarter’s Beans for Bags recipients. Angela seconded the motion; all approved.**

Minutes: The Board reviewed the drafted October 22 Board meeting minutes. Matt had a few edits. **Angela made the motion to approve the October 22, 2015 Board minutes, with the recommended edits and Danny seconded; all approved.**

Secretary Position: Beth recommended that it is time that another Board member assume the Secretarial role. She will not be at the January Board meeting, so it is an opportune time for someone else to take the minutes and try out the position. Usually, it takes about an hour per month to transcribe her notes into minutes, though admittedly her style of minutes are more detailed than necessary and as such, basic minutes can be done much more swiftly. Todd offered to take the minutes at the January meeting and potentially assume the Secretary role. **No motion to appoint a new Secretary was made.**

2016 Operational Plan and Budget Assumptions Draft: Matt reviewed the 2016 Operational Plan and Budget Assumptions. This will tie into Zetty's Marketing Plan and be more department specific. The Board reviewed the budget and asked questions about particular aspects, including health care and expansion expenses. Matt will have an updated budget and operations document in January, with the goal of having a finalized plan by end of January.

Expansion Plan Review: Matt updated the Board as to the expansion planning process. A specific site has not been selected at this point. Signing the Phase 1 feasibility contract with National Co-operative Grocers (NCG) Development Co-op (DC) allowed us to move into developing and implementing the Master Contract with the DC. It is within this Master Contract that Matt is now working with them and developing proforma documents and other expansion related projection materials.

Meeting adjourned at 8:43 p.m. and the Board excused themselves into Executive Session to review the GM 2015 Bonus Salary RFP

Respectfully submitted,

Beth La Fleur, Board Secretary