FREDERICKSBURG FOOD CO-OP BOARD OF DIRECTORS
Meeting Minutes
September 15, 2026 at 6:00 p.m. at Fredericksburg Library and via Zoom

Board Members Present: Toni Stevens, Chair and Acting Treasurer; Paul Simpson, Vice Chair; Valerie Hopson-Bell, Secretary; Cat Carter, Christine McElhinney, Jeremy Larochelle, John Budd, Meredith Whittaker

Board Members Absent: Amanda Thompson

Others Present: John Walker, Interim General Manager; Hannah Potter, Customer Service lead; Margaret Kertess, Recorder (via Zoom)

Meeting called to order at 6:01 p.m.

CORE VALUES: Jeremy recited the Co-op's core values.

Approval of Board Meeting Minutes of August 18, 2026

- **Motion to approve August 18, 2026 minutes:** Approved 8-0.

GENERAL MANAGER'S REPORT

FYI Highlights

Facility & Equipment

- New freezer lineup is delayed.
- An agreement is being finalized for preventative maintenance and sanitization of all refrigeration equipment.

Operations

- Prepared Foods assistant manager Rose is taking the lead as Acting Department Manager. Posting for the position will be postponed temporarily while determining the best path forward.
- Megan has accepted the Perishable Buyer position. Department conditions and recent category sales trends have been encouraging.

Cooperation Among Co-ops

- NCG's fall meeting for designated representatives is September 29 – October 1 and the next Regional Leadership Training is October 19-22.

Ownership Update

- Owners outspent non-owners by an average of $10.99 per basket in August.
- There were 26 new owners in August.
- The September ownership drive is averaging 1.4 signups per day, many paying in full.
- Ownership drive incentives include $10 off $50 coupon and 3-day owner appreciation weekend in conjunction with the Annual Meeting.
- New owners YTD – 219; Total owners = 4,491.

Community Coop Cash

- This donation-funded program, which makes the Co-op more affordable for community members receiving public benefits, has a number of pending applications.

Financials

- Weekly Store Report (WSR): Sales particulars are all positive compared to last year.
- Planning for a strong holiday season is underway.
- May financials are available.
- Next will be Q2. B1 report is delayed until Q2 is received.

GM Report: B8 – Board Logistical Support

- John reported on current practices for board support.
- Toni inquired about posting of minutes on the website. John will follow up on posting approved minutes.

Request for Owner Loan Payoff

- John presented a request for payoff of two loans made by a now-deceased owner. The payoff would be $4,000 plus interest accrued since last interest payment through payoff.
- **Motion to approve payoff of two $2,000 loans with interest to the estate of Nancy Taubert:** Approved 8-0.

Owner Loan Interest Payments

- John reported that the checks and transmittal letters are printed and ready to distribute.
- Toni will stuff and mail them this week.

BOARD POLICY REVIEW – Toni

- Policy C2 – Board Member Evaluation (Formal)
    - Toni noted that the previous formal spreadsheet was suspended for a board consisting of many new directors. She reminded directors of their responsibilities.
- Policy C8 – Governance Investment
    - Toni emphasized the importance of training and noted that the Board is very conscientious about preparing the board budget.
    - Paul inquired of the newer directors if there was additional support they needed.

BOARD TRAINING – Christine

- Christine reviewed the benefits of training offered through the Columinate CBLD program.
- There will be a Co-op board training on November 21. Toni requested suggestions for content.

ANNUAL MEETING – Toni

- The Annual Meeting is this Sunday. The Board is the host and the store facilitates.
- Toni encouraged all directors to greet attendees and help as needed.
- There will be a table for voting for directors. Christine, Paul, and Cat will staff it.
- The Board will meet at the Library on Thursday, October 1 to elect new officers.

SUSTAINABILITY ADVISORY COMMITTEE – Cat

- The committee had two meetings, one with John Walker.
- Two committee members will be working the bulk section at the Annual Meeting.
- The committee is reviewing the recycling offered to focus on products available at the Co-op.
- Cat noted that the committee is working on ideas for making the bulk section more usable.
- Christine is coordinating with store staff to include a monthly sustainability article in the newsletter.
- The committee will be surveying owners about sustainability issues.

Other Business

GM Search

- Toni reported on the plan to have John Walker return to provide training for the new GM.

Meeting adjourned at 6:52 p.m.

Minutes submitted by Margaret Kertess