

Wheatsville Board of Directors
March Meeting Agenda
Tuesday, March 23rd, 2021
6:00-9:00PM *VIRTUAL MEETING*****
 Contact BBeutel@Wheatsville.com for info to join



TIME	TOPIC	ACTION	PAGE
6:00pm	1. OPEN TIME – for WV Owners to present any topic to the board	LISTEN	
6:10pm	2. AGENDA REVIEW	DISCUSS	
	3. CONSENT AGENDA:	VOTE	
	February 2021 Minutes		5 - 8
	Monthly GM Report		9 - 10
6:20pm	4. COMMITTEE WORK AND GOVERNANCE, PART I		
(1 min)	Recite Ends	RECITE	
(15 min)	Overall Plan for Committees	DISCUSS	11 - 12
(15 min)	Diversity, Equity, and Inclusion Update	DISCUSS	
(0 min)	ACBA Committee	N/A	13 - 15
(9 min)	Audit and Review Committee	VOTE	16
(0 min)	Nominations Committee	N/A	
(0 min)	Owner Engagement Committee	N/A	
(10 min)	Draft Board Budget	DISCUSS	17
7:10pm	BREAK		
7:20pm	5. GOVERNANCE, PART II		
(30 min)	Board Policy Monitoring Learning Discussion	DISCUSS	18 - 19
(25 min)	D6 – Staff Treatment and Compensation Monitoring Report	VOTE	21 - 40
(30 min)	GM Update	DISCUSS	
8 :45	6. EXECUTIVE SESSION		
(9 min)	***closed Executive Session to discuss confidential HR information***	DISCUSS	
(1 min)	GM Search Committee	VOTE	
8:55pm	6. COMMITTEE WORK & ADJOURN		
(5 min)	April preview, Closing Round, and Wrap-up	DISCUSS	
(0 min)	Adjourn	N/A	

Wheatsville will be at the forefront of a transformed society that has:

- a thriving community centered on hospitality, kindness, and generosity
- a robust cooperative economy
- easy access to sustainable, healthy food solutions



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Present: Rose Marie Klee, *President*; Jason Bourgeois, *Secretary*; Brandon Hines, *Treasurer*, Rachel Fischer; Brian Mikulencak; Stephanie Wong; Megan McDonald; and MeriJayd O'Connor.

Staff present: Mark Jacob, *General Manager* (6:00-8:55pm); and Beth Beutel, *HR Generalist and Board Administrator* (6:00-8:55pm); Bill Bickford, *HR Director* (6:00-8:55pm); Reilly Campbell, *Ownership and Outreach Coordinator* (6-6:20pm); and Nick Conn, *Marketing Director* (6-6:20pm).

Owners Present: Stephanie Bogdanich (6:00pm-8:55pm); and Nelly Ramirez (6:00pm-8:44pm).

Others Present: Carolee Colter, *Columinate Consulting* (7:45pm-8:44pm); Sara Ploof *Bread and Butter* (6:04pm-6:20pm); Dan Bruce, former employee (6:00-8:55pm).

Absent: none.

Call to Order

6:00PM

1. OPEN TIME

6:06PM

Nelly Ramirez, Dan Bruce, and Stephanie Bogdanich shared concerns with the Board regarding recent terminations of employment and related comments made on Instagram.

Rose Marie, on behalf of the Board, thanked them for attending the meeting and sharing their thoughts and concerns.

2. AGENDA REVIEW

6:19PM

3. CONSENT AGENDA

6:20PM

February 2021 Minutes

Monthly GM Report

---Jason moved to accept the Consent Agenda. MeriJayd seconded. Motion passed 8-0-0.

4. COMMITTEE WORK AND GOVERNANCE, PART I

6:21PM

Recite Ends, 6:21pm

Mark recited the Ends policy.

Overall Plan for Committees, 6:21pm

Brandon has agreed to act as President in the event that Rose Marie should be unavailable.

Rose Marie overviewed the B7 policy on committees. Rose Marie encouraged committees to use



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the spreadsheet governance calendar to note upcoming committee meetings, and to email everyone an invitation to those meetings.

Nominations and Owner Engagement will meet to discuss their work plans and how they may be combined or whether their work is best done separately.

Diversity, Equity, and Inclusion Update, 6:48pm

Mark shared an update on diversity, equity and inclusion, and noted that Bill is setting up a call with Dr. Prince and the staff let Diversity and Inclusion Network.

MeriJaye shared some learning from the Abolitionist challenge and recommended the book Collective Courage.

ACBA Committee

No Discussion.

Audit and Review Committee, 7:06pm

Brandon will serve as Chair, with Stephanie Wong also serving on the committee. The charter is materially the same as last year's

--- Rachel moved to adopt the Audit and Review Committee Charter. RMK seconded. Motion passed 8-0-0.

Draft Board Budget, 7:11pm

Brandon opened the floor to questions or comments, and there were none. Rose Marie proposed putting the Budget on the Consent Agenda for the next meeting.

Nominations Committee, 7:11pm

No discussion

Owner Engagement Committee, 7:11pm

No discussion

Break 7:11pm

5. GOVERNANCE, PART II

7:21PM

GM Update, 7:21pm

Mark overviewed sales and labor numbers. Mark gave an in depth report of the work he's been doing to assist the grocery teams in being more efficient.

Mark gave an update on vaccinations noting that over 80% of staff plan to get vaccinated, and



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we share information on vaccination on a dedicated Coronavirus stream on Beekeeper. There are currently no plans to make vaccination mandatory. Mark again noted that opinions on vaccination and masking tend to be diverse, and based on deeply held personal beliefs. Mark knows that any decision made with respect to COVID-19 safety will not please everyone, but by including lots of staff, customer and owner feedback he hopes to make the best, most reasonable decision.

Mark is considering options for rewarding staff that worked during Winter Storm Uri.

D6 – Staff Treatment and Compensation Monitoring Report, 7:54pm

Mark introduced Carolee and thanked her for her work on this year's staff survey. Mark noted that Carolee did some follow up interviews of randomly selected staff after the storm. This survey is commissioned by the staff to provide supporting data for the D6 Monitoring Report and to understand staff viewpoints and perceptions and work to improve them.

Carolee Colter introduced herself. She informed the Board that this year the survey was narrowly focused to provide supporting data for compliance of policy D6. Every two years, we do full surveys that go much more in depth into staff satisfaction. Fifty-eight staff completed the survey, of one-hundred and sixty-five total staff. Eleven people were interviewed.

Carolee overviewed the results of the survey, and noted that surveys measure perception, not facts so there are a few areas where perception is not in alignment with the facts.

Jason asked to Bill and Mark what areas will they will put their focus based on the survey results. Mark noted we are already working on some areas that we want to keep our focus on like pay and perception on pay. Most jobs are in the 90th percentile on pay for this geographic area. We know, factually, that we are exceeding most competitors on pay. However, the survey results show that some staff do not perceive that we are paying competitive wages. We did share information with staff about these wage comparisons with competitors during a presentation as we launched wage increases over the summer.

Brandon asked how we can do more to reduce instances of discrimination and harassment. Carolee noted that a continuing issue in retail is harassment *by customers*. Carolee noted that none of the eleven staff that were interviewed reported personally experiencing harassment or discrimination. Many comments noted hearing about customers harassing staff. Carolee recommended specifically asking Front End staff to go to a listening session to allow them to be heard as they are the most impacted by customer mistreatment.

Bill noted since returning to Wheatsville in 2018, he has not uncovered concrete examples of discrimination and harassment internally. There've been no lawsuits, no grievances filed, no EEOC claims. Bill gave an overview of two instances he was aware of that were handled by HR



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and Management and that in both instances the staff member who said something inappropriate chose to leave voluntarily following disciplinary action.

--- Rachel moved to accept the D6 – Staff Treatment and Compensation Monitoring Report. Brian seconded. Motion passed 8-0-0.

Board Policy Monitoring Learning Discussion

No discussion

6. EXECUTIVE SESSION

8:55pm

At 8:55pm, Rose Marie Klee moved the Board into executive session, with no guests.

*****closed Executive Session to discuss confidential HR information*****

At 9:19pm, Rose Marie Klee moved the Board out of executive session.

GM Search Committee, 9:20

---Brandon moved to approve the recommendation to pay the moving expenses incurred by GM and dissolve the GM Search Committee. Jason seconded. Motion passed. 8-0-0.

7. ADJOURN

9:11pm

April preview, Closing Round, and Wrap-up, 9:11pm

Not discussed.

At, RMK adjourned meeting.

Action Items:

- Mark & Beth to upload most recent Action Plans to Basecamp.
- Brandon, Beth, Rose Marie, Rachel to revise draft DEI committee charter, as discussed.
- Beth to connect with Brandon re: including Review Committee tasks related to the annual report.
- RMK will write a paragraph that primes people for the Self Evaluation Survey so that we can have conversation focused on Board performance rather than the survey tool itself.
- Brian to review previously prepared information on board email practices where legal actions are possible
- Beth to get Breeze deadlines and populate the google spreadsheet calendar.
- Jason to schedule time for Nominations and Owner Engagement to review charters