

**Rising Tide Board  
Meeting Minutes  
Thursday, January 21, 2016  
5:30 p.m., Damariscotta Town Office**

Mary Ellen Barnes called the meeting to order at 5:35 p.m. In attendance were Mary Ellen Barnes (president), Amy Leshure (treasurer), Dana Wilson (secretary), Jessie Trafton, Peter Lakis, Sarah Matel, and Michael Walter.

Peter Lakis moved to approve the December 9, 2015 Board Meeting minutes. Jessie seconded. All voted in favor.

The 2016 board calendar was reviewed. Mary Ellen will change "GM compensation process" to "GM review process". Peter proposed moving board elections to another month so that new board members can attend CBLD's valuable training. It was noted that the bylaws need to be checked to see if that is feasible. Sarah moved to approve the 2016 board calendar with the noted changes. Dana seconded the motion. All voted in favor.

Michael presented his store report. Sales growth reached 6.45% for 2015. The store will be providing a pantry of healthy snacks for Skidompha Library's teen room. Michael plans to have select staff participate in Rising Stars' three-day management skills training in Burlington, Vermont at the end of April. There was brief discussion around the Ends policies, which Michael distributed with the December meeting materials. These include the A-Global End policy; the A1-Facilities, Products and Services End policy; the A2-Education End policy; and, the A3-Local Economy End policy. Jessie moved to approve Michael's review of these Ends policies. Peter seconded. All voted in favor.

Amy provided the Finance Committee's monthly report and progress made in the loan refinancing process. Member loans over 4 percent will be tied in to the refinancing. The paperwork is ready for signing next week. Sarah moved to allow Michael Walter to sign the refinancing documents as General Manager of the store. Amy seconded the motion. All voted in favor.

Amy noted that the Finance Committee will be looking closely at the balance sheet and income statement once inventory is done.

Peter Lakis provided highlights of the January 9<sup>th</sup> Co-op Training that he, Michael, and Mary Ellen attended in Keene, New Hampshire. He will place the training materials on the board Google drive.

Peter reported on the 2016 Board Nominating Committee's recruitment process which will begin with a call for applicants in the next newsletters. He and Jessie Trafton plan to interview candidates and asked the Board what they wish to keep in mind as they vet interested

members. Finance experience, HR or employee management experience, and a respect for the role of board members to manage the GM and not day-to-day operations. It was also noted that potential candidates should be aware of the time commitment of serving on the board. Ronnie inquired from the audience about the possibility of an employee serving on the board. The board agrees the bylaws which state that no employee will serve on the board. Sarah noted that a future board may wish to change that, but we are currently in agreement not to incorporate employees onto the board. She added that all members are welcome to attend board meetings.

The Board moved into Executive Session at 6:15 p.m. with J. Gaudet & Associates.

The next meeting will take place February 10, 2016.

Respectfully submitted by Dana Wilson, Board secretary.