Adopted Minutes
East End Food Co-op Board Meeting
Hybrid Meeting held in EEFC Conference Room and via Cisco WebEx
December 16th, 2024

In attendance:
Board Members: Tom Pandaleon, President; Nick Leise, Vice President; Tyleda Worou, Treasurer; Desmond Zheng, Secretary; Mark Bowers, Nico Demkin, Lucia Covato, Mike Murphy
Management: Tyler Kulp, General Manager; Shawn McCullough, Finance Manager
Member-Owners: Mel Packer, Iris Powell, Syd, Kate Daher, Jackson O'Connell-Barlow, Fritz Geist, Jeffrey Fisher, Mollie Lorberbaum, Keren Leeds, Chani Leeds, Emily DeFerrari, Heather Hutchings, Jeremy Kahn, Joel and Reesa Rosenthal, KC Carney, Laurie, Lucy, Pat, Wendy Levin-Shaw
Board Clerk: Jessie Ryan
Absent Board Members: Carlos Gasca Yanez

Introduction
Tom called the meeting to order at 7:03p.m. and Nick read the Ends Statement aloud.

The East End Food Co-op exists to enhance physical and social health in our community.
To these ends, we will create:
1. A sustainable member-owned business open to everyone
2. An ethical and resilient food infrastructure
3. A vibrant, dynamic community of happy, healthy people
4. A creative vision to transform the future

Check-In
Tom decided to forgo check-ins to allow more time for the Member-Owners Open Session.

Amend/Approve Agenda
Decision: Check-ins were removed from the agenda and the Member-Owners Open Session was extended. Tom motioned to approve the amended agenda. Second by Nick. There were no objections.

Amend/Approve Minutes
Decision: Tom motioned to approve the minutes as written. Second by Mark. There were no objections.

Member-Owners Open Session
Several Members in attendance took a moment to share their thoughts regarding the Union's petition to boycott Israeli-made products and endorse the BDS movement.

Tyleda joined the meeting at 7:40p.m.

Board Transition
Decision: Tom motioned to certify the Board election results. Second by Lucia. There were no objections.
Nick Leise '27
Desmond Zheng '27
Heather Kenner '27
Nico Demkin '25
Mike Murphy '25

Decision: Tom motioned to seat the new Board members. Second by Mark. There were no objections.

Lucia resigned from the Board one year into her three-year term. The Directors expressed their gratitude to Lucia for her service on the Board and she left the meeting thereafter.

GM Update

This report is in addition to the monthly monitoring reports. The expectation of this update is to give additional information to the Board of Directors that may not be included in the month's monitoring report. This report aligns with parts of sub-policy B7: Communication to the Board…. 'The General Manager shall not cause or allow the Board to be uninformed or unsupported in its work.'

Membership:

Current active Member-Owners: 16,920
New Member-Owners: November – 58 (net)
Total Member-Owner Sales: November – $637,552
FYTD New Members (net) – 197

Register Round-Up Total:

Oct - Dec (Q2) Recipients:

PGH SK8 – https://pghsk8.org/
Pittsburghers for Public Transit – https://www.pittsburghforpublictransit.org/

YTD Total Raised: $1,442 (Q1)

Operations Update:

- Thanksgiving was a modest success, with slight (.8%) year over year sales growth, despite being closed Thursday and Friday this year, a big relief. Unfortunately, we had some refrigeration issues early Saturday morning which impacted our perishable and café/cheese department sales. Meat dept. sales increased by double digits over prior year, a sign of solid turkey demand.
- We completed some light renovations on our staff break room, including a new refrigerator/freezer, a much improved new paint job, and some other new furnishings. A big thank you to our D&I committee for making it all happen!
- YTD sales week ending 12/8/2024: $5,879,936 which is 5.3% above PY sales.

B1 – Financial Condition and Activities

The Policy Register states, "With respect to actual, ongoing financial conditions and activities, the General Manager shall not cause or allow the development of fiscal jeopardy or material deviation of actual expenditures from Board priorities established in Ends policies."

Shawn McCullough, Finance Manager, presented an overview of the B1 report and reported compliance on 9 out of the 10 current policies/sub-policies. The Directors then asked questions and shared their feedback on the report.

Decision: Tom motioned to accept the B1 as non-compliant. There were no objections.

Committee Updates:

Resilience

The Committee did not have an update to provide.

Finance
The Committee met to discuss the B1 report in-depth and explore strategies for increasing profitability.

Board Perpetuation and Elections (BP&E)
The new Director onboarding session has been postponed. The Board is working to finalize the date and location for the Board Retreat.

Member-Owner Participation (MOP)
The Committee will meet this Wednesday at 7:00p.m. They plan to do an Annual Meeting review and discuss ideas for increasing member engagement with the Committee.

Executive
The Committee met on December 11th to discuss confidential matters.

Action Items
Directors reviewed progress or lack thereof on Action Items from previous meetings. Directors plan to discuss #209 and #217 at the Board Retreat, and #208 and #218 at upcoming Working Meetings.

Appreciations
Those in attendance took a moment to share their thanks.

Closing
Next Meeting: Monday, January 27th, 2025
Packet submissions due: Monday, January 20th, 2025

The meeting adjourned at 9:00p.m. without objection.

The Board and Interim General Manager entered Executive Session at 9:00p.m.