Adopted Minutes
East End Food Co-op Board Meeting
Hybrid Meeting held in EEFC Conference Room and via Microsoft Teams
October 20th, 2025

In attendance:
Board Members: Tom Pandaleon, President; Nick Leise, Vice President; Tyleda Worou, Treasurer; Desmond Zheng, Secretary; Mark Bowers, Nico Demkin, Heather Kenner, Frank Noll, Dominika Blach
Management: Tyler Kulp, General Manager
Member-Owners: Jeremy Kahn, Michael Vogel, Tziporah Feldman, Tim, Mollie, Edward Philips, Hannah
Board Clerk: Jessie Ryan
Absent Board Members: Mike Murphy

Introduction
Tom called the meeting to order at 7:04p.m. and Dominika 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
Directors in attendance checked in to express their feelings and any needs.

Amend/Approve Agenda
Decision: Nico motioned to approve the agenda as written. Second by Tom. There were no objections.

Amend/Approve Minutes
Decision: There was one mistake in the first paragraph under Members' Open Session. Tom motioned to approve the October minutes as amended. Second by Nick. There were no objections.

Member-Owners Open Session
The three new Board Candidates - Jeremy Kahn, Michael Vogel, and Tziporah Feldman - took a moment to introduce themselves.

Heather joined the meeting at 7:12p.m.
Tyleda joined the meeting at 7:30p.m.

October Working Meeting Report
The Board met on October 6th and discussed the following:
1. Capital Campaign calendar
2. Board Member caller training
3. Strategic Plan progress
4. Game Night
5. Board Election
6. Board communication
7. Vote to certify the results of the By-law Amendment
    i. Approximately 240 votes were cast, with about 7 in opposition. The results reflected a clear majority in favor, and the Board voted to certify the results.

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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: 17,413
Fully paid Member-Owners: 15,016
New Member-Owners: September - (net) 32
Total Member-Owner Sales: September $640,352 (59.7% of total store sales)
FYTD New Members: (net) – 112

Register Round-Up:
October-December 2025 (Q2) Recipients:

SisTers PGH
SisTers PGH is a black and trans-led nonprofit organization that serves the Transgender community of Southwestern Pennsylvania. They provide holistic, supportive services, including: housing, rent/utility support, emergency shelter, and a drop-in center for Trans youth, adults, and seniors.

Pittsburgh Bereavement Doulas
The mission of Pittsburgh Bereavement Doulas is to support birthing persons and their loved ones who are experiencing pregnancy or newborn loss by providing compassionate guidance through the process of birth, through saying goodbye. Support is offered at no cost to the families.

YTD Total Raise: $1,059

Operations Update:
- Working on re-electrifying and upgrading the front of the store exterior signage with LED lights, ahead of winter. The lights have not functioned since I have worked here.
- Also replacing some, possibly all, of the LED lights in the Frozen doors section of the store. Those were retrofitted to LED lights in 2014 (we think?), and they need to be replaced.
- We are waiting to hear from the landlords about an estimate to repair, repave, and paint the parking lot. We are hoping they can accomplish that before winter, also.

Finance Update:
- YTD sales week ending 10/12/2025: $3,957,562. 5.4% growth over prior year.
- Sales growth for Q1 '26 was 5.6% over prior year. Interesting to look at sales growth over a rolling 4 quarters:
  - Q1 26 + 5.6% Q4 25 + 10.1%
    Q3 25 + 9.1% Q2 25 + 3.8%
    Sales growth has cooled, will it continue and land near the 3.8% mark of this Q last year?

Updates/Questions/Comments:
- Do we keep a record of when installments and replacements occur?
  - Vince and Shawn do keep records for maintenance and equipment purchases.

- The frozen coolers will need to be emptied to replace the lights, so we will wait until after Thanksgiving to complete this project.
- The government is currently shut down, and the state of Pennsylvania does not have a budget to fund SNAP. It was announced that SNAP payments will not be issued in November, which could be detrimental to our sales.
- Is there an initiative we can take to help customers out during this time?
    - The Pittsburgh Community Food Bank already has systems in place to support those in need. We also partner with 412 Food Rescue, which picks up food from us weekly. It would not be feasible for us to increase any current discounts at this time.
- Do you have any updates regarding the feasibility phase of the Gemini renovation?
    - We are still waiting on the CAD drawing before we can begin any of that work.
- Do you think something is limiting our sales other than the current state of the economy?
    - Tyler doesn't have a clear answer, but he keeps an eye on industry trends, food costs at home, inflation rates, etc.

Committee Updates:

Finance

The Committee is most active every quarter. They will be meeting in December to discuss the next B1 report.

Board Perpetuation and Elections (BP&E)

The Board Elections have begun and will end on November 30th. Candidates are welcome to table at the store if they want. Elected Directors will be seated at the December meeting.

Member-Owner Participation (MOP)

The Annual Meeting is on November 6th at the East End Cooperative Ministries from 5:30-8:00p.m. There will be time on the agenda to talk about the Capital Campaign.

Executive

The Committee has met several times this month to discuss the Capital Campaign.

Action Items

Directors reviewed progress or lack thereof on Action Items from previous meetings. The Board requested that all B Reports be submitted in a digital format that allows for comments and edits. Tyler will email the reports.

Appreciations

Those in attendance took a moment to share their thanks.

Closing

Next Meeting: Monday, November 17th, 2025
Packet submissions due: Monday, November 10th, 2025

Tom motioned to adjourn the meeting at 8:20p.m. Second by Nico. There was no objection.

The Board and General Manager entered Executive Session at 8:20p.m. to discuss tracking the outcomes of the Strategic Plan.