Adopted Minutes
East End Food Co-op Board Meeting
Hybrid meeting held in EEFC Conference Room and via Microsoft Teams
May 18th, 2026

In attendance:
Board Members: Tom Pandaleon, President; Nick Leise, Vice President; Michael Vogel, Secretary; Desmond Zheng, Heather Kenner, Jeremy Kahn, Frank Noll,
Management: Tyler Kulp, General Manager
Member-Owners: Kate Daher, Gail Tucker, Erin Breault, George W., Fritz, Iris, Marcela Gonzalez Rivas, Firoza Lussier, Jamie, Stan Beck, Ehab, Chris Eadie, Jeffrey
Board Clerk: Jessie Ryan
Absent Board Members: Mark Bowers

Introduction
Tom called the meeting to order at 7:05p.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
Directors in attendance checked in to express their feelings and any needs.

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

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

Member-Owners Open Session
Some members in attendance shared their thoughts with the Board about the boycott, the advisory referendum, and the voting process.

Heather joined the meeting at 7:25p.m.

May Working Meeting Report
No report was provided.

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 total Member-Owners: 17,726
- fully paid Member-Owners: 15,016 (as of 10/31/25)

New Member-Owners: April – Net 51
Total Member-Owner sales: April $871,457 = 61.5% of sales, +2.6% over 4/2025.

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FYTD New Members (Net) – 425 (Prior Year thru March = 485 ~ -12.7% decrease)

Register Round-Up:
March – June (Q4) Recipient: Information on recipient is available on our website, and at each checkout lane.

Casa San Jose

FY26 YTD Total Raise: $3,280

Operations Update:
- The store has been burglarized twice this month, seemingly by the same perpetrator. The thief broke in in the middle of the night and stole health and beauty products. The building was empty both times, save for the thief. This is the first time in over 20 years we have been broken into, and it happened twice. We are working with the Pittsburgh police to supply all security camera footage.
- Phase 1 of the strategic plan renovations is currently being reviewed by our real estate attorneys at Trellis Legal for full compliance with our lease agreement.

Finance Update:
- YTD sales as of 5/10/2026 (week 45): $12,287,611 +1.3% over prior year
- The week ending 5/10/2026 sales were $285,597, a -8.8% decrease over prior year
- Customer count and basket size fluctuate week to week, overall YTD transactions are fewer than prior year. Basket size remains elevated over prior year.

Updates/Questions/Comments:
- What is basket size?
    - Total sales divided by the quantity of transactions
- Basket size could go up because people are purchasing more products, or because prices are going up due to inflation. How do you differentiate between the two reasons?
    - We only have 1.3% year over year growth, which is under the average rate of food at home. We are not losing sales and customers simultaneously, it's a little bit of both because otherwise basket size would also be falling.
- Do co-ops ever inflation adjust basket size or is that too complicated of a metric?
    - We don't track that, but it is something we could try to quantify.
- Will the police be notifying you if they find the person who committed the burglaries?
    - Tyler has uploaded all of the video footage, but has not heard from anyone.
- Are there any steps being taken to secure the store better?
    - Yes, several. We have done a few things in the last week or so, and have implemented a couple of different closing procedures. The police said they would be increasing the frequency and length of patrols on our block. We also learned the Enson was broken into twice around the same time period.
- There was discussion regarding what phase one of the strategic plan will include.

Committee Updates
Finance
The committee did not have a chance to meet this week, but plans to in the upcoming weeks. Frank sent the committee charter to Tyler and the Board to review. The Board will vote on it at the June Working Meeting.

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BP&E/MOP
The committee met with former MOP members to discuss launching a new experiment this year that would combine MOP and BPE into the Board Perpetuation and Member-Owner Engagement Committee, to make better use of Board resources. The committee also discussed restarting the Co-op Book Club and assigned member-owners and Board members to the Election and Annual Meeting subcommittees. They will begin discussing the triennial survey at Wednesday's meeting. Game Night is tomorrow at 7:00 p.m. in the Conference Room.

Executive
The committee met last week and discussed moving forward with the GM Review, improving policy tracking, and the advisory referendum.

Action Items
Nick, Michael, Tyler, and Jessie will meet on Wednesday to discuss the Board Drive, Board e-mail, communications between the Board and Jessie, and standardizing the Action Items list. Directors reviewed the progress or lack thereof on Action Items from previous meetings.

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

Closing
Next Meeting: Monday, June 15th, 2026
Packet submissions due: Monday, June 8th, 2026

The meeting adjourned at 8:10p.m.

The Board entered Executive Session at 8:10p.m. to discuss the GM Review and several other items.