



BREADROOT

NATURAL FOODS CO-OP

Board Meeting Minutes

1. Call to Order

- 1.1. The regular Board meeting of the Breadroot was called to order at 5:36 PM, 07/14/2025 at the Dahl Arts Center by Treasurer Jamin Hubner Secretary Karissa Ellis was present.

2. Opening Ceremonies

- 2.1. None

3. Roll Call

- 3.1. Members in Attendance: President Tiffany Knight, Vice President Rachel Lindvall, Secretary Karissa Ellis, Treasurer Jamin Hubner, Ally Titus, Twyla Stanifer, Manya Larson, Marko Kocanda, Robert Blatnik, Kristie Hendricksen
- 3.2. Members absent: None
- 3.3. Guests present
 - 3.3.1. Staff: Sharissa Stevens (GM), Libbertie Richmond (Admin Assistant), Erin Bender (Marketing)
 - 3.3.2. Members/others: None

4. Quorum

- 4.1. A quorum of 3/5 was present.

5. Co-op Member Time

- 5.1. Nothing to report

6. Minutes and Order of Business

- 6.1. The minutes of the 05/08/2025 meeting were approved via email on 05/12/2025.
- 6.2. Jamin Moved to approve the Order of Business

7. Report of Officers

- 7.1. President Tiffany Knight reported
 - 7.1.1. Attended Consumer Cooperative Management Association (CCMA) conference, good information and connections.
- 7.2. Vice President Rachel Lindvall did not report.
- 7.3. Secretary Karissa Ellis did not report.
- 7.4. Treasurer Jamin Hubner reported as follows:
 - 7.4.1. Cash in main account at BHFCU: **\$574,701.87**
 - 7.4.2. Cash in CD at BHFCU: \$392,109.79
 - 7.4.3. Cash in CD at Highmark Credit Union:: \$265,604.65 (\$206,694.46 not reflected in account as CD reached maturity 6/20/2025)
 - 7.4.4. Cash in CD at Aspen Credit Union: \$314,082.72
- 7.5. Manya moved to approve the report. Passed unanimously.

8. Standing Committees

- 8.1. The Executive Committee did not report.
- 8.2. The Finance Committee reported.
 - 8.2.1. Q1-2025 Finance Report
 - 8.2.2. Review and approve 2024 financial statements and 2024 tax return



BREADROOT

NATURAL FOODS CO-OP

Board Meeting Minutes

8.2.2.1. Move by Jamin to approve tax return. Reviewed by Finance Committee, but no copy at meeting. Passed 8-0-2.

8.2.2.2. Move by Jamin to approve 2024 financial statement. Passed Unanimously.

8.2.3. Two individuals requested refunds of their shares

8.2.3.1. Jamin moved to approve both share refunds. Passed unanimously.

8.3. The Member Engagement Committee reported.

8.3.1. Fleshed out Wiener Wednesday, Justin Warner will be helping make seattle dogs and kimchi dogs

8.3.2. Connect With Your Co-op event prep still underway for Oct 11. No tour this year, but possibly planning volunteering event with discount incentive, cooking demo tent, as well as hosting booths from other community orgs in addition to producers.

8.3.3. Considering a movie night at Main Street Square

8.3.4. Considering some sort of Suzie Cappa collab

8.4. The Board Development Committee reported.

8.4.1. Staff and board teambuilding potluck planned for August or September. Thinking of a Sunday. Looking for ideas for group activities.

8.4.2. Board retreat planning. Need to switch date from 18th to something else. Board coordinator/advisor not available.

8.4.3. Considering board field trips in the future.

8.5. The Strategic Planning and Effectiveness Committee reported.

8.5.1. Breadroot Strategic Plan update in progress, not being presented today

8.5.2. Policy Manual update, will be discussed later in meeting.

8.5.3. Evaluation Survey results discussed

9. Special Committees

9.1. Expansion Committee reported

9.1.1. Committee needed adjustment. Bylaws rules for committee formation were not followed correctly - Chair of committee is to select committee members. Needs of this committee are better served by a smaller, more agile group - Sharissa, Tiffany, Libbertie, and Mark Krsnack are officially committee members as each offers specific contributions.

10. Report of the General Manager

10.1. GM reported

10.1.1. Updates in staff.

10.1.2. Vice president of Sioux Falls co-op board reported being impressed with Breadroot .

10.1.3. Elevate mixer on the 22nd.

10.1.4. Will send out poll to board for new retreat date

10.1.5. UNFI outage now resolved. Not a significant financial impact on us. Members shopped more in other sections that still had supply.

11. Unfinished Business

11.1. New Policy Manual presented

11.1.1. Jamin moved to add associate benefits to Policy Manual under section 2.4. Special pricing. Passed unanimously



BREADROOT

NATURAL FOODS CO-OP

Board Meeting Minutes

11.1.2.Jamin motioned to approve policy manual with above change. Passed unanimously.

12. New Business

12.1.None

13. Announcements

13.1.The next meeting will be held 9/15/2025 at the Dahl Arts Center at 5:30 PM

14. Adjournment

14.1.The meeting was adjourned at 6:42 PM.

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Minutes to be approved by the Executive Committee (President Tiffany Knight, Vice President Rachel Lindvall, Treasurer Jamin Hubner, and Secretary Karissa Ellis)