

# THREE RIVERS MARKET

## BOARD OF DIRECTORS MEETING

June 14, 2024

6:30 PM – 8:54 PM

St. James Episcopal Church, Knoxville, TN 37917

### MINUTES

#### Board Members in Attendance

Adam Deen, Secretary/Treasurer

Alhen Drillich

Kimberly Lomonaco, Vice-Chair

Drew Rutherford

Caitlin Seidler, Chair

Kathryn Tilson

#### Board Members Absent

Adam Hughes

Jackie Kittrell

#### Additional Attendees

Fadi Aboush, General Manager

Andreas Bastias

Johnathan Blevins

John Bohnenstiel

Sarah Bush

Clare Deady

Mary Duggan

Kristen Faerber

Paige Flanagan

Niki Gray

Natalie Kurylo

Janet Neely

Lucas Neubert

Deborah Sharp

Debra Taylor

Steve Todd

Kristen Yartz, Cooperative Relations Administrator

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### PRELIMINARIES

Call to Order: 6:30 PM

Action Items reviewed

Meeting Preparation – 1 minute of silence

Roll Call with statement of preparation

## **MEMBER FORUM**

Debra Taylor

Claire Deady

Andreas Bastias

Janet Neely

John Bohnenstiel

## **AGENDA REVIEW/REVISION**

*Motion to approve Agenda: Kathryn Tilson, seconded: Kimberly Lomonaco; motion carried unanimously.*

## **CONSENT AGENDA**

To approve the May 2024 Board Meeting Minutes; Policy Monitoring Report for Executive Limitations, B4 – Financial Condition (3<sup>rd</sup> Qtr.); Executive Limitations, B7 – Emergency General Manager Succession; Executive Limitations, B13 – Logistical Support to the Board; Board-General Manager Linkage, C-Board-General Manager Linkage; Board-General Manager Linkage, C2 – Accountability of the General Manager

*Motion to approve Consent Agenda: Kimberly Lomonaco, seconded: Adam Hughes; motion carried unanimously.*

## **GENERAL MANAGER REPORT**

### Quarter 3 (January/February/March) 2024 Ownership Growth

- New Members – 180
- Total Patron Membership Interest Purchases - 635
- Total Member Paid in Equity - \$15,875

### Quarter 3 (January/February/March) 2024 Sales Highlights

- Total Net Sales - \$2,435,388
- Average Basket Sale - \$35.61
- Average Basket Size – 6.82 Items

### Operational Areas of Focus

- Drop in Sales Over Last Year (\$8,054) or -0.3%
- Current Ratio – 3.0
- Q3 (January/February/March) Net Income – (\$49,837)
- Labor-Management Committee Training, Building Trust and Understanding. We are One Team.
- Employee Survey
- Building
- New Pest Control Contractor
- Walk-in Freezer Repair is scheduled to replace entire door and seals and repair the Walk-In wall.
- Produce working with five new farms
- National Cooperative Grocer relationship and the advantages

*Motion to approve Patron Membership Interest Repurchase Requests: Drew Rutherford, seconded: Kathryn Tilson; motion carried unanimously.*

### **EMPLOYEE SURVEY**

Culture Amp – Engagement is for a year

Board requested that results come directly to the Board

### **STUDY AND ENGAGEMENT**

### **ORIENTATION: Our Co-op: Key Relationships and Industry Trends**

### **GOVERNANCE BUDGET FOR FISCAL YEAR 2024 – 2025**

*Motion to approve Governance Budget for Fiscal Year 2024-2025: Kathryn Tilson, seconded: Alhen Drillich; motion carried unanimously.*

### **SUMMER PICNIC PLANNING**

### **BOARD PERPETUATION COMMITTEE UPDATE**

### **BOARD NEWS ASSIGNMENTS**

**ACTION ITEM REVIEW**

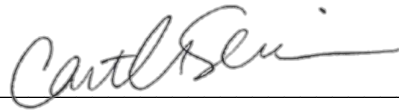
**EXECUTIVE SESSION**

*Motion to appoint Brian Williams to Seat 2 (term through December 2025) on the Board:  
Drew Rutherford, seconded: Alhen Drillich; motion carried unanimously.*

**ADJOURN**

*Motion to adjourn: Adam Deen, seconded: Drew Rutherford; motion carried  
unanimously.*

Certified: \_\_\_\_\_

A handwritten signature in cursive script, appearing to read "Caitlin Seidler", written over a horizontal line.

Caitlin Seidler, Chair

July 11, 2024