



**May Agenda & Minutes
Board of Directors Meeting**

Zoom Link: <https://us02web.zoom.us/j/6259291254?pwd=M3dQalhYdFZkZ3BBZ2pFL045ZXlnUT09>

Referenced [May Resources Folder](#)

Board Members Present: Cedric Harrison, Genna Wirth, Joe Conway, Frankie Roberts, Scott Whisnant, Jordyn Appel-Hughes, Joe Finley

Board Members Absent: Keith Rhodes, Lauren Hurley

Staff Present: Cierra Washington, Evan Folds

Community Members: Marshall Brown

Call to Order: 10:32 by Cedric Harrison on Monday, May 10th, 2021

Reading and Approval of Minutes: Minutes of the April 12, 2021 BOD meeting accepted as previously published and posted and approved by unanimous consent

Quorum: Seven of nine board members

Orders of Business

Checkin's:

- I. Evan: Put in a garden on Sunday on the side of his
- II. Jordyn: Riding community high from NFC Saturday's event and more baby goats!
- III. Joe Conway: Enjoyed bringing Tiffany out to Saturday's Mother's Day Event and sharing in the motherly love and gratitude!
- IV. Genna: Treated herself! Spent time with the kids assembling bouquets and giving them out to folks around the community.
- V. Frankie: Spent Mother's Day with his daughter and wife who are incredible mothers
- VI. Scott: Quiet weekend riding his bike and ready to go
- VII. Cierra: All the motherly love between Saturday's event and visiting her mom in CLT
- VIII. Joe Finley: Got to spend Mother's Day with his mom, wife and mother-in-law
- IX. Marshall: Busy weekend playing music
- X. Cedric: Spent the weekend fixing breakfast with his son for the mother's in their life

New Business:

I. Staff Report:

- A. Mother's Day event was a great success
 1. Future: stronger communication to the board, includes calendar invites
 2. Utilizing graphics/images for marketing
 3. Sold two ownerships
- B. Farmers Market update
 1. Have not received funding from Novant; looking at non-profit partnerships to assist with leveraging funds

I. Staff Report (continued):

2. Downtown Farmers Market: open to collaboration, structure isn't set-up as we have envisioned - wouldn't fill the gaps we're striving to with our market
 - a) Multiple avenues could take with this
 - (1) Have NFC table at Warner Temple market; WITH option for EBT tokens
 - (2) Frankie's space would serve as a pick-up space for the Make-a-Meal program
 - (3) Farmers market tokens to put towards FDE CSA boxes, FDE mobile market
 - (4) Opportunities to deliver boxes - purchasing a collaborative vehicle with Voyage, CIS - Cape Fear, DREAMS
 - (a) Surplus vehicles that City is willing to donate to nonprofits
 - (b) LINC has a station wagon that can be utilized + funding to cover a driver through June 30th, 2021
 - (c) Brand vehicles with NFC
3. Reference recent [FDE mobile market customer survey results](#)
- C. [Co-op conference](#): Will have access to all of the sessions, videos + content for 6-months -- will allow for multiple board, staff, committee members to tune in and digest pertinent information
- D. Cierra job title shift to Strategic Outreach & Partnership Coordinator
 1. Bring suggested changes to Governance committee to check-in/for approval
 2. Executive staff able to change staff titles/roles to further empower decision making and practices of staff under Governance approval
- E. Ownership report: targeting outreach through trade share zones (1-mile, 2-miles)

Full 2021

NEW MEMBERSHIPS ** 12.1.21 thru 4.31.21						
	Dec 20'	Jan 21'	Feb 21'	Mar 21'	Apr 21'	Cumulative Total
Community-Owners	159	41	34	23	45	302
Northside Specific Owners (28401 & 28402)	57	5	8	2	20	92
Other Zip Codes	103	36	26	21	25	211
Pay it Forward Placed	8	-	-	8	8	24
50/50 Match line						

Pay it Forward Progress ** 12.1.21 thru 4.31.21						
	Dec 20'	Jan 21'	Feb 21'	Mar 21'	Apr 21'	Cumulative Total
Pay it Forward (PIF) Purchased	-	16	21	10	16	63
Pay it Forward (PIF) Placed	8	-	-	8	8	24
Pay it Forward Available to be Matched						48

I. Staff Report (continued):

F. Fundraising Update:



- G. June campaign approaching local non-profits, businesses, etc. for targeted campaign (phone call/meeting with 5-7 slide presentation, crafted marketing partnership for outreach share)
 - 1. Practice: May 24th @ Voyage board meeting
- H. Challenge board members to generate 5 new ownerships shares for this month
- I. STP as non-profit arm: Patrick Brien (CFC) will be providing a handout further describing partnership benefits/concerns, follow-up with Leila at Co-op Dayton
 - 1. Structuring grants based on funding requirements/grant ownership
- J. lowercase leaders: Partnering for events, doing a combined community clean-up on May 10th at 9am at Frankie's lot
 - 1. Able to leverage funding for community-based events through their non-profit wing that we collaborate with on -- would allow us to not tap into our profits
- K. Current focus on community engagement vs. opening store
 - 1. Haven't received funding from Novant; holding back from moving forward
 - 2. Investing in community desires, wants and outreach to further support the store build
 - 3. Pro forma = business plan
 - 4. Referencing FCI [timeline](#); able to download/update own template

II. President's Report:

- A. Shifting meetings to begin at 10am (last from 10am-noon) - June meeting will be a hybrid version at the Hemenway Center (with virtual option). Update calendar invites to include updated NFC Zoom link
- B. Emergency closed board meeting brief: Motion to bring forward on STP serving as NFC non-profit arm for fundraising efforts
 - a) Set-up a meeting to discuss further: Cedric, STP board members and Evan
 - b) NFC board members attend next STP board meeting to speak more on the non-profit piece and STP adopting NFC programs for leveraging funds
 - c) Patrick Brien (CFC) will be providing a handout further describing partnership benefits/concerns - Evan will provide notes
 - d) Follow-up with Leila at Co-op Dayton

II. President's Report (continued):

- C. Create due diligence structure/contract for STP serving as NFC fiscal sponsor
 - 1. Voyage share MOU with Champions for Compassion as EIN/funding support to reference legality structure for fiscal sponsorship as reference

III. Finance Committee Report:

- A. Income/Expense: \$15,235.86
 - 1. Upcoming expenses to pay-out in May: \$9,500
 - 2. Guaranteed revenue to hit the bank in May: \$635.03
- B. Summary of new memberships
 - 1. Owners: 308
 - 2. PIF unmatched: 48
- C. Set-up preferred share structure and strategy
 - 1. Staff plan June fundraiser for preferred share purchasing

IV. Marketing & Community Engagement Committee Report:

- A. Reach out to NSea Swim - tabling outside of the pool on the days they do free swim lessons
- B. Engaging board presence at events
- C. May 22nd food giveaway
- D. Juneteenth event on June 19th from 12-6 @ Portia Hines Park (bridging events between Sokoto House, lowercase leaders, Vigilant Hope, Voyage)
 - 1. Engagement through outreach, free food offerings
 - 2. Voyage reserved park from 9am-11pm
- E. Community meeting: May 20th at 6:30 pm
 - 1. Looking at beginning to hold meetings in grassy lot

V. Enterprise Committee Report:

- A. Novant funding update
 - 1. Genna to submit ACH wire transfer form based on invoice and 1-page business plan
- B. Review of site tour
 - 1. Toured main site and Frankie's building
 - 2. Group will likely move forward with us
 - 3. 90-days to close sale
 - 4. Boxing gym, old laundromat, vacant lot all currently under contract

VI. Governance | Policy Committee Report:

- A. Review and board vote of NFC Committee Principals
 - 1. Vote through email: Joe Finley brings motion forward vote through virtual meeting, Cedric Harrison seconds, approved by 7/9 board members, 0 nays
- B. Formalize Advisory/Nominating Committee : board development, recruiting, onboarding process
 - 1. Joe Conway, Joe Finley, Genna?
 - 2. Discuss formation of onboarding process for new committee to recruit and nominate new board member
 - a) Joe F. and Joe C. - Reference processes + materials from other boards (ie WHQR)
 - 3. Other co-ops have had annual meeting after business has been in place for 1-year: target March for annual meeting

VI. Governance | Policy Committee Report:

4. Who/what expertise is missing from our board? Legal, supermarket
5. Keeping board local to the Northside, Wilmington city limits (when possible)

Action Steps:

- I. Formalize Advisory/Nominating Committee
- II. Genna to submit ACH wire transfer form based on invoice and 1-page business plan for Novant funding
- III. Farmers market structure: continue conversations with Downtown Farmers Market (DFM) to build out NFC farmers market or collaborate with DFM on farmers market efforts
- IV. CHALLENGE: Board members to generate 5 new ownerships shares before June BOD meeting
- V. STP as non-profit arm:
 - A. Set-up a meeting to discuss further: Cedric, STP board members and Evan
 - B. NFC board members attend next STP board meeting to speak more on the non-profit piece and STP adopting NFC programs for leveraging funds
 - C. Patrick Brien (CFC) will be providing a handout further describing partnership benefits/concerns - Evan will provide notes
 - D. Follow-up with Leila at Co-op Dayton n
- VI. Set-up preferred share structure and strategy
 - A. Staff plan June fundraiser for preferred share purchasing.
- VII. Reach out to NSea Swim - tabling outside of the pool on the days they do free swim lessons

Proposed Agenda Items for Next Meeting:

- I. Motion to bring forward on STP serving as NFC non-profit arm for fundraising efforts

Meeting was adjourned at 12:05 by Cedric Harrison.

The next Board of Directors hybrid meeting will take place on **Monday, June 14th, 2021** from **10am-noon** with options for **in-person at the Voyage Hemenway Center (507 McRae St)** and **via Zoom:**

<https://us02web.zoom.us/j/6259291254?pwd=M3dQalhYdFZkZ3BBZ2pFL045ZXlnUT09>