



**June 14 Agenda & Minutes  
Board of Directors Meeting**

Zoom Link: <https://us02web.zoom.us/j/6259291254?pwd=M3dOalhYdFZkZ3BBZ2pFL045ZXlnUT09>

Referenced [June Resources Folder](#)

Board Members Present: Cedric Harrison, Scott Whisnant, Frankie Roberts, Genna Wirth, Joe Finley

Board Members Absent: Joe Conway, Lauren Hurley, Keith Rhodes

Staff Present: Evan Folds, Cierra Washington

Community Members: Marshall Brown

Call to Order: 10:10 by Cedric Harrison on Monday, June 14th, 2021

Reading and Approval of Minutes: Minutes of the May 10th, 202 BOD meeting accepted as previously published and posted and approved by unanimous consent

Quorum: Six of nine board members

**Orders of Business**

Checkin's:

- I. Frankie Roberts brings motion forward to vote on bringing Ms. Evelyn Bryant onto the NFC BOD, Joe Finley seconds, approved by 6/9 board members, 0 nays

New Business:

**I. Staff Report:**

A. NFC Project Funding

1. New Non-Profit

- a) Meet with Lela Klein of Co-op Dayton on 6/16
  - (1) Consulting
  - (2) Will also speak with Detroit, Flint, Louisville (does not have ProForma), and Winston-Salem (doing Pro Forma for both co-op store and non-profit)
- b) Clarify Directive
  - (1) Outlining the scope, structure, mission for non-profit
  - (2) Two Boards
- c) Application process
  - (1) Meeting with Lauren to finalize application process
- d) Attorney
- e) Estimated timeline of 2-6 months

2. NFC Grants

- a) Local Foods USDA (due 6/21)
  - (1) 2-year funding Staff, Pro forma, bookkeeper
- b) Farmers Market USDA (due 6/21)
  - (1) 3-year funding for Outdoor Market
- c) Innovation Fund (due 7/21)

- (1) Targets employment = Make-A-Meal Pilot Grocery
- 3. Voyage Grants
  - a) Cape Fear Memorial (due 6/15)
    - (1) \$75k = program of Voyage to develop grocery store
  - b) Framing as “donating contract staff time to NFC”
    - (1) Evan and Cierra will be contract paid out of Voyage in reaching their strategic goals in providing resources on improving food access
- B. Frankie’s Outdoor Market
  - 1. Goal: Open Saturday July, 31st
    - a) Can operate and scale with NFC 4 interns, community volunteers
  - 2. Working with Frankie to upfit the lot
  - 3. Reaching to local farms; sending out interest survey this week
- C. Frankie’s Make-A-Meal
  - 1. Volunteer (Maria) may have sourced possible refrigeration for us
  - 2. We have some people who are interested in helping us upfit the store
  - 3. \$20 or under to create a recipe based meal to feed a family of 4
- D. Grocery Store Location
  - 1. In a holding pattern with 1002 Princess St being under contract
    - a) Possible opportunity to have a conversation with buyers (Joe Finley)
  - 2. 1019 Princess St lease and insurance - ensuring lease length and insurance correspond with partner goals
    - a) Draft lease needs to be reviewed by NFC attorney

## II. President’s Report:

- A. Board member resigns
  - 1. Joe Conway resignation from BOD on June 30th
  - 2. Nominating and voting on replacement/new board member(s) <Reference Governance Report>
    - a) Frankie Roberts brings motion forward to vote on bringing Ms. Evelyn Bryant onto the NFC BOD, Joe Finley seconds, approved by 6/9 board members, 0 nays
- B. Front St Produce Market
  - 1. Strong reference/inspiration point for NFC and cultivating community connections through engagement practices and offerings
  - 2. High-level engagement with community: pop-up shops w/fresh seafood (sell out in 2-3 hours), community center hosting comedy shows, vendor market opportunities, fashion show and brunch
- C. Emergency board member meeting updates
  - 1. Define Cierra and Evan’s positions/job descriptions
    - a) Evan: “Big Picture” - Corporate sponsor relations, business plan, applying for non-profit status, Pro Forma, responsible for leveraging funds for staffing, checking in with Cierra on committee meetings - but remind not required to attend
    - b) Cierra: Community engagement, oversee non-profit relationships, timeline for: Frankie’s Make-a-Meal, Farmers Market
  - 2. Put all focus on the permanent and temporary location being on Princess St. Northside residents will come here to shop

- a) Speak with 1002 Princess and AMP space on renting financials, lease, management, cost for renovations etc.
  - 3. Applying for and overseeing NFC non-profit
    - a) Begin temporary unofficial fiscal sponsorship from Voyage pending Voyage BOD approval for interim
  - 4. Basic business plan until ProForma is completed
    - a) As a nonprofit, we would no longer need an official proforma. But we will need a plan for operations and finance going forward
  - 5. Northside resident recruitment
    - a) Staffing
    - b) Board members (Voyage staff/parents, Novant meeting attendees)
- D. Deadlines for Staff task

### III. Finance Committee Report:

- A. Income/Expense: \$21,693.08
  - 1. Upcoming expenses to pay-out in June: \$12,335.83
  - 2. Guaranteed revenue to hit the bank in June: \$
  - 3. Need a net revenue of \$6,300 by August in order to pay Evan and Cierra for the remainder of July
  - 4. Need to budget ~\$11,000/month
    - a) Staff pay
    - b) Ownership packages, marketing events, merch, engagement materials: ~\$750
- B. Summary of new memberships
  - 1. Owners: 366
  - 2. PIF unmatched:
- C. Preferred share structure and strategy
- D. Gray area in folks donating to Voyage to shift 95% of donation to NFC
  - 1. Will need to seek legal confirmation on a non-profit donating to a business
- E. Joe Finley to donate \$25,000 to NFC to secure funding for next few months until more sustainable funds leveraged
  - 1. Funds will serve as matching funds for grants

### IV. Marketing & Community Engagement Committee Report:

- A. 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 from Rise Up Community Farm and remaining foods from Saturday food distribution
  - 2. Voyage reserved park from 9am-11pm
  - 3. Main goal: Sell PIF ownerships with supportive information on NFC and ownership info
  - 4. Ability to make purchases on site
- B. Community meeting: June 17th at 6:30pm
  - 1. Future: Hold meetings in grassy lot at 1019 Princess St OR at MLK Center OR Portia Hines
  - 2. Chef Keith Rhodes will be able to provide food at all future in-person meetings
- C. Will need to elect new chair for the committee (Cierra will provide updates in interim)
- D. Further connect with Hattie McIver and Rose Coston (WHA ROSS Service Coordinators) and Quanisha Mullins on engaging with Rankin Terrace residents
  - 1. Also connect with James Walker Building

2. Taylor Estates (The Pointe, Robert Taylor Senior Homes, New Brooklyn) -- they're going through transitions with their property managers
- E. Future goal: Community dinners, reconnecting with Hilarie Burton Morgan

**V. Enterprise Committee Report:**

- A. Site update
  1. Philip Brown believes that development and commerce will pick-up on Fanning St
- B. Discussion on focusing on goals regarding Make-a-Meal and Farmers Market

**VI. Governance | Policy Committee Report:**

- A. NFC Board of Directors Interest Form
  1. Board skill metrics to measure where our current board has strengths and gaps needing to be filled to identify board members that fill those gaps
- B. Need candidates! Who do you know?
  1. Kamili Anderson - Lives in Castle Hayne, has been working with Oriana at Freedom Farms and has experience in working with cooperatives in NY
  2. Cordia Sloan
  3. Joe Conway's candidate - TBD
- C. Need to decide the length of service for each of us moving ahead so we don't all roll off the board at the same time
  1. Nominating and voting process on replacement/new board member(s)
- D. Frankie Roberts brings motion forward to vote on bringing Ms. Evelyn Bryant onto the NFC BOD, Joe Finley seconds, approved by 6/9 board members, 0 nays
- E. Should board members be on a committee before being voted onto a board?
- F. Voting process for new board members
  1. Owners vote on electing new board members - this will be something we will have to do once the store opens; do we put this in place now or wait?
  2. This will take place during the annual meeting (reference Tidal Creek Co-op; aligns with time of incorporation (NFC owner election votes ~March 2022)
    - a) Will need to address in the by-law's
- G. Next steps for fulfilling future non-profit board

Action Steps:

- I. Mandala Grocery (Oakland, CA) = Co-operative that has a lot of inspiration
  - A. Strong skills in communication, co-op language, social media presence and engagement

Proposed Agenda Items for Next Meeting:

- I.

Meeting was adjourned at 11:30 by Cedric Harrison.

The next Board of Directors hybrid meeting will take place on **Monday, July 12th, 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>