



**New Pioneer Board of Directors
Open Session Meeting Minutes
Wednesday, April 21, 2021
New Pioneer Food Co-op, Cedar Rapids, IA – Virtual Meeting**

Present: Caitlin, Christine, Jon, Julie, Ramji, Jennifer, Tom

Late: None

Absent: None

Member Owners Present: Craig Barkley, Ivan Christopher, Mei-Ling Shaw

Staff Present: Matt, Linda, Ryan, Amy

Meeting Called to Order at 6:33PM

Member Open Forum

February Meeting Minutes (Julie)

No objections to minutes as they were written.

Ramji made a motion to approve the February Meeting minutes submitted by Julie; Jennifer seconded; Christine Abstained. Approved 7-0-0

Appointment to fill vacant board seat left by Kelli Kennon-Lane

Kelli resigned 2 years early. Tom Banta will serve on BOD and need to run for election in the fall. Tom introduced himself and provided details about his professional background. A vote was called to welcome Tom as a new member. Caitlin asked Tom which committees he'd like to serve on. Ramji suggested Tom join the Finance committee, however Jon noted that the Finance committee is already at full capacity. Tom elected to serve on both the Planning and Member-Owner Relations committees.

Jon made a motion to approve Tom; Jennifer seconded; Approved 7-0-0

Planning Committee: Strategic Plan Discussion (Jon & Jennifer)

Jon provided an overview of the strategic plan indicating that an ENDS report would be useful. Caitlin inquired what if there were specific needs from the Board and whether a facilitator would be helpful to further the planning process and discussion. Jon indicated that a facilitator would be advantageous and that we should look for a safe, outdoor location to hold this meeting. Jon estimates we would need approximately 8 hours to work on this. A date is set for May 22 – 10am at Merge in Iowa City. Matt mentioned that, based on the timing of the strategic planning meeting, it would be helpful to move the B2 Report to July instead of June so that staff would have time to make adjustments.

B1 Financials and Finance Committee Report (Matt and Ramji)

- Matt indicated that he is in compliance in 11 of 12 areas and is considering changing the interpretation on forecasting.
- Net income: PPP forgiveness was received in March. We were expected to get 85% forgiveness, but were able to get 100% of the first round PPP loan forgiven.
- Caitlin asked about projections for April/May – are we still projecting a negative income? Matt described why we will be down compared to prior year. Ramji spoke about keeping an eye on sales growth and the we should look to sales volume as a good measure.

Christine made a motion to approve B1 report noting one area of non-compliance.; Jennifer seconded. Approved 7-0-0

Market Survey Report (Matt)

- Matt says we will conduct a new survey this year taking a deep dive into a better understanding of e-commerce.
- We will re-examine the Mindfire survey to identify where consumer behaviors have changed.
- Caitlin asked about our co-op cart numbers. Matt says we're running around the same percentage of sales as HyVee ~ 10%. More people are shopping in the store now that COVID-19 precautions are eased. Co-op cart sales have stabilized.

Jon made a motion to approve adjourn @ 7:29pm; Approved 7-0-0

Jon made a motion to adjourn Open Session; Approved 6-0-0; Meeting adjourned at 7:26pm.