

GreenTree Co-op Market
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GreenTree Co-op Market Board of Directors Meeting Minutes
Oct 15th, 2025 | 6pm | Veterans Memorial Library

Attendance: Mike Lents, Janet Sturm, Megan Fisher, Joseph Fisher, Barb Griggs, Alice Ciccu, Kim McBryde

Absent - Debbie Robb, Marilyn Yeboah

1. Agenda
 - a. Barb made a motion to approve the agenda, Joseph seconded.
2. Approve September Minutes:
 - a. Megan and Laura were on Zoom from the last meeting, updating Marilyn's name if spelled wrong.
 - b. Kim made a motion to approve, Mike seconded. Minutes were approved with the attendance and spelling corrections.
3. Member Input
 - a. Barb said that the Board pictures at GreenTree still need to be updated.
4. Email update.
 - a. There was one email from a former Board Member asking for a template that the GreenTree Board previously used to interview for a GM. Barb forwarded the email to Mike and to Alice.
5. GM Report - October
 - a. Financial Overview Approval
 - i. September was not a good month for sales, and GreenTree GM attributes a lot of that to the construction. Q3 numbers are not back yet. GreenTree management is expecting them by end of next week. October sales period should be a lineup of BOGO events that normally generate interest for sales and turkeys arrive next week along with autumn and winter holiday products coming in as well.
 - ii. NCG risk committee (all members of NCG are required to contribute to a collective pool to assist accounts that might become delinquent) has reviewed the payments that we had been making to the UNFI pool, and our contribution while still high has been reduced slightly because it was adequately funded.
 - iii. NCG John cannot come to this Board meeting as he is helping open a new co-op in Flint. The new co-op is bigger than GreenTree with an event space and is predicted to do \$7 million revenue in year one. GreenTree hosted their newly hired prepared foods manager, and they shadowed Sara in the deli. The hired foods manager returned to Flint with some new ideas. The Flint Co-op is trying to send produce and marketing people to shadow management at GreenTree. GreenTree GM did send SOPs, but Flint Co-op has a different POS system. GreenTree GM also gave SOPs on HR and hiring etc. In



- comparison, GreenTree has made \$4 million in revenue, and GreenTree GM is anticipating \$5 million in revenue this year.
- iv. GreenTree management finished summarizing customer surveys in July and will post the results to Basecamp for everyone to see.
 - v. GreenTree is still waiting on a quote for the financial review that is required for NCG membership, and when the quote is ready it will be on a future GM report.
- b. Appointing GM Legal Entity to NCG
 - i. Barb made a motion to appoint the General Manager as the legal entity to NCG. Joseph seconded the motion - the motion passed.
 - c. Mike moved to acknowledge receipt of the GM report, Barb seconded the motion. Motion passed.
6. Monitoring Report: B6 Staff
- a. The GreenTree employee handbook was updated in July by venture resourcing and was a free service. Changes in the employee handbook include the addition of the Civil Air Patrol policy per law and Crime and Victim leave per law. GreenTree staff are in the process of acknowledging the updated employee handbook.
 - b. GreenTree employee feedback on the 2024 concern resolution procedures, which is like a grievance procedure, found that all the employees were either neutral or in agreement that GreenTree management applies corrective action fairly. There have been no grievances in the last year.
 - c. GreenTree management keeps all sensitive information regarding hires, applications, and terminations in a digital format for safety.
 - d. The GreenTree employee handbook now includes job descriptions and a wage rate chart. GreenTree management bases the wage off the MIT living wage model that is updated annually.
 - e. Joseph made a motion to acknowledge receipt of the GM Monitoring Report: B6 Staff, Barb seconded the motion. The motion passed.
7. Board Monitoring Report: D1 Unity of Control
- a. All but two directors completed the survey; everyone agreed with the policy. Nothing to discuss.
 - b. Mike made a motion to approve the Board Monitoring Report, Joseph seconded the motion. The motion passed.
8. Annual Owners' Meeting: Nothing to report at this meeting.
9. Board Retreat - Oct 25th.
- The GreenTree Board retreat is scheduled for 9am-1pm at the Chamber of Commerce on Oct. 25th. The only prep work needed by GreenTree Board members attending the retreat is completing the survey sent by Monica Lloyd.
10. Adjournment: Mike made a motion to adjourn. Janet seconded the motion. The meeting ended at 6:44pm.