



Board of Directors' Meeting Minutes
 Wednesday, June 15, 2016
 6:30pm Offsite Office #2

Present: Peter Bergquist Sec, Luke Zigoivits Treas, Mike Link VP, Curt Brye Pres, Leslie Kruempel, Eric Newman, Larry Homstad, Jan Rasikas GM, Cathy Sis minutes

Phoned in:

Absent:

Start	Min	Topic / Action	Notes	Action Items
6:00 pm	30	Light Dinner – and beverages served at 6:00pm	Eat, drink, and enjoy!	
6:30	05	Welcome to guests / visitors: none	Visitors, guests have a few minutes to introduce themselves and the intent for their visit, make a brief presentation	
6:35	05	Check in - Go around on state of mind; affirmation of preparedness to act	Everyone has a sense of the state of mind of others present and have affirmed they came prepared and ready to act	Action Item (AI):
		Review Agenda – add any consent items to agenda that need discussion at this time	All present understand flow of meeting. Notes: July Board Mtg changed to July 18th Summer meal and get-together at Mike's with condensed meeting	AI: Jan Email Invitation for July 18 th at Mike's Farm
		Consent items: 1. Approval of May minutes o Action Items reviewed Motion/Second (M/S): Mike/Luke Approved with addition of Closed Session motion/second and result	1. May 2016 DRAFT minutes <i>Items needing discussion are moved to new business</i> Board accepts, approves and resolves the items on the consent agenda	AI: Peter Send Closed Session Motion language to Jan for the May minutes
6:40	40	BoD Learning Initiative and Expansion Project Preparedness Reading Mission and Ends Study Topic – 1. Re-cap of Leslie Watson's monthly call. Topics include: • Capital Campaign • Expansion Timelines 2. Board process timeline	Board reads Mission and Ends Policy to set the tone for learning hour. Notes: 1. All BoD reviews Capital Campaign Workbook (find it on SharePoint) 2. Mike and Larry introduced Expansion Process Timeline with dates of accomplished major	AI: Jan Reserve Nature Nooks for Annual Board Retreat Oct 29, 2016 Completed AI: All BoD & GM Plz attend next call with Leslie W July 12 th 6pm AI: all participate! Feed any/all expansion



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		<p>3. Annual BoD Retreat topics per monthly phone call with Leslie</p>	<p>decision points and projections of future major decision points for board process.</p> <ul style="list-style-type: none"> • Construction timeline built by contractor • Pro Forma for financials built by DC <p>3. Topics for retreat:</p> <ul style="list-style-type: none"> • BoD level of participation during expansion • Capital Campaign • Strategic Planning and the 5yr + 5yr Plan • New board members' orientation to board work and policy governance 	<p>data to Mike that is timeline worthy</p> <p>AI: Mike/Jan Load most current timeline to SharePoint</p>
7:20	15	<p>FYI: Update from GM</p>	<p>BoD and GM has opportunity to converse on key issues</p>	
7:35	15	<p>Executive Limitations Monitoring – GM</p> <p>1. L.3 Financial Planning and Budgeting M/S Larry/Peter Accepted as presented and in compliance</p> <p>2. L.7 Compensation and Benefits M/S Mike/Leslie Accepted as presented and in compliance</p>	<p>1. L.3 Financial Planning and Budget Events</p> <p>2. L.7 Compensation and Benefits</p>	
7:50	05	<p>Governance Process Monitoring – BoD</p> <p>1. M.5 GM Personnel Policies M/S Mike/Luke Accepted as presented and in compliance</p>	<p>Board decides if its own performance is in line with its expectations for itself expressed in policy</p>	
7:55	20	<p>Old Business</p> <p>1. Update on Nominations</p> <p>2. Owner Survey 2016</p> <p>3. Printed Versions of Capital Campaign Workbook</p>	<p>1. Candidates must submit application by July 31 to be included on the Ballot</p> <p>2. Board and GM had a change to discuss the Owner Survey results and analysis</p> <p>3. For those who requested hard copies – check your VFC mailbox</p>	<p>AI: Mike Follow up calls made to interested Candidates Completed</p>



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8:15	20	<p>New Business</p> <p>1. BoD Governance Budget Draft for FY 2016-17</p> <p>2. Board Minutes, Agenda Planning and meeting notes</p>	<p>1. Final approval needed at June meeting</p> <p>2. Board assumes Secretarial duties starting with the July meeting until Administrative Assistant is replaced.</p> <ul style="list-style-type: none"> • Curt - agenda planning with GM input • Peter – notes and minutes 	<p>AI: Jan Describe the detail of line 6230c of BoD Governance budget for FY2016-17 Completed - email sent to BoD on 6-16-16</p> <p>AI: Peter/Jan Deeper access for Peter to edit and upload documents on BoD SharePoint</p>
8:35	05	<p>Member communication</p>	<p>Pea Soup author assignment for Fall 2016 issue: Eric Newman, deadline July 8th</p>	<p>AI: Eric Eric writes an article for Fall issue of Pea Soup due July 8th</p> <p>AI: Jan Eric receives info/themes for fall issue of Pea Soup newsletter from the Marketing team</p>
8:40	00	<p>Closed Session</p>	<p>None</p>	
8:40		<p>Adjournment</p>		