

SUPER CO-OP
BOARD OF DIRECTORS MEETING NOTES
MAY 18, 2021; 1:00 PM

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Sites Videoconferencing

Voting members

Lead Agency – San Mateo-Foster City School District – Fran Debost, Director of Child Nutrition

Region 1 – San Juan Unified School District – Sneh Nair, Director of Child Nutrition

Region 2 – Santa Cruz School District – Amy Hedrick-Farr, Director of Child Nutrition

Region 3 – Central Unified School District – Alissa Angle, Director of Child Nutrition

Region 4 – Santa Clarita Valley Food Services Agency – Robert Lewis, Chief Executive Officer

Region 5 – Manhattan Beach Unified School District – Lena Agee, Director of Food & Nutrition

Region 6 – South Pasadena Unified School District – Michelle Curry, Director of Food & Nutrition

Region 7 - Whittier Union High School District – Elizabeth Brown-Smith, Director of Food & Nutrition

Region 8 – Pomona Unified School District – Daryl Hickey, Director of Nutrition Services

Region 9 – Palm Springs Unified School District – Sarah Phelps, Director of Nutrition Services

Administrative Staff

Gold Star Foods – Cynthia Barcelo, Manager – USDA Foods Program

Gold Star Foods – Ed Herrera – USDA Food Program Director

CALL MEETING TO ORDER 1:00 P.M.

Lead Agency, Fran Debost called the meeting to order at 1:05 pm

FLAG SALUTE

Led by Daryl Hickey

ROLL CALL

Board Members

Daryl Hickey
Lena Agee
Fran Debost
Sneh Nair
Amy Hedrick-Farr
Alissa Angle
Robert Lewis
Michelle Curry – Jenifer Smith (new director)
Elizabeth Brown Smith (came in later)
Sarah Phelps

Staff

Fran Debost, Lead Agency Representative to the Super Co-Op Board of Directors
Cynthia Barcelo, Manager – USDA Foods Program
Ed Herrera – USDA Food Program Director

1. AGENDA

Approve the agenda for the meeting

Motion made by: Robert Lewis, Chief Executive Officer

Motion Seconded by: Daryl Hickey, Director of Nutrition Services

Motion passed 9-0

2. GOVERNING COUNCIL MEETING 5-18-2022 MINUTES

Approve the minutes of the 5-18-2022 meeting

Motion made by: Sneh Nair, Director of Child Nutrition

Motion Seconded by: Amy Hedrick-Farr, Director of Child Nutrition

Motion passed 9-0

3. PUBLIC COMMENTS ON ITEM(S) ON THE AGENDA

Cynthia Barcelo, DOD sweeps were made today (May 18, 2022) any member can order additional DOD until gone, just over 1 million to spend.

4. LEAD AGENCY REPORTS

Special source for the Co-Op, funds are clearly separate we are good with money. We renewed our agreement with Santa Clarita Valley Food Service Agency, we will have to go out to bid next school year 2023-24. E-pallet and Sysco are approved distributors for next year. Food Show is set up in Pomona for 1/19/23 and Modesto 1/26/23. Lena Agee brought up changing the Food Show dates to December, Daryl and Fran will find out if we have flexibility with the dates. Cynthia, entitlement (-363,400) 100.54% spent, 93 million, 234 TLS additional 3.4 million and DOD 28 million total. FMV fluctuated which made us negative, fair share bonus 1.1 million, 440,000 additional funds. Next school year changing from .375 to .3960. Six districts leaving the co-op. Lena brought up how expensive DOD is, Ed will look into this. Fran, we ran out of pounds at Tyson and they offered to frontload chicken from entitlement next year, we declined this offer.

5. MEMBER AGENCY REPORTS

Alissa shared information and ACDA conference. Daryl talked about areas for improvement on notifying our regions on DOD sweeps and having them let the Co-Op know if they are holding their money for a certain time (strawberry season). Cynthia reminded us that there are no transferring of funds from processing to DOD. Talked about setting up YouTube trainings for new and existing directors/districts. Robert took his renewal to the Board last month and he has the template for next year. Elizabeth asked for clarification on Tyson and said people should check the dashboard, Sarah stated that Pilgrim's Pride still has pounds.

6. INFORMATION/DISCUSSION ITEMS

7. Insurance coverage for Board members and JPA

Fran followed up with insurance and the quote was 15k, will keep us updated.

8. Budget 2022-23

Presentation of the Super Co-op 2022-23 budget – We reviewed our budget with reserves. Agree to keep meetings on zoom to save money

9. Membership fees late payment

Discussion about the application of late fees for late membership fees payment. The Super Co-op Joint Powers Authority Operating Terms specify that a penalty of 5% may be assessed after 90 days if the membership invoice is not paid in full. An additional 2% can be assessed after 120 days. Repeated late payments may result in cancellation of membership. We will send out emails and we all update our own Regions.

10. Action Items

(A) Adoption of Super Co-Op Budget 2022-23

Motion made by: Robert Lewis, Chief Executive Officer

Motion Seconded by: Elizabeth Brown-Smith, Director of Food & Nutrition

Motion passed 9-0

(B) Approval of applying late fees to late membership payments as detailed in 6 (B)

Motion made by: Amy Hedrick-Farr, Director of Child Nutrition

Motion Seconded by: Lena Agee, Director of Food & Nutrition

Motion passed 9-0

(C) Approval of contract with Dannis Woliver Kelley company for legal services 2022-23 and 2023-24

Motion made by: Alissa Angle, Director of Child Nutrition

Motion Seconded by: Daryl Hickey, Director of Nutrition Services

Motion passed 9-0

11. PUBLIC COMMENTS ON NON-AGENDA ITEMS

No comments

12. ADJOURNMENT

Meeting adjourned at 2:09 pm