

Natural Harvest Food Co-op
Tuesday, January 3, 2017
Board of Directors Meeting
Virginia High School – Conference Room T102

Board Members Present: Jacob Rosandich, Troy Caddy, Samantha Krage, Debbie Pettinelli, Lori Ismil, Deb Meissner DeVries

Board Members Absent: Sarah Packa, Leah Calgaro, Janel Schuering

Staff Present: GM Anja Parenteau, Kelley Fischer

- **Call Meeting**
 - President Jacob called meeting to order at 5:45pm
- **National Co-op Grocers**
 - Benefits of NCG explained, as well as the joint liability fund required to belong to NCG
 - Discussed concerns regarding the increase in cost of Natural Harvest's joint liability fund at NCG
- **Auditing Agreement**
 - Engaged Walker, Giroux and Hahne for review and tax preparation for 2017
- **2017 Board Calendar**
 - Ends 1-4 report moved to next meeting
 - Jacob will be writing article for next newsletter.
- **Next Board Meetings**
 - Scheduled for January 24th, 2017 @ 5:30pm
 - Meetings also scheduled for February 28th, 2017 @ 5:30pm, and March 28th, 2017 @ 5:30pm
- **Annual Meeting (Saturday April 8th, 2017)**
 - Meeting location has been reserved
 - Co-op will be handling the food for the event
 - Anja will reach out to the architects for the new building to see if they will give a presentation at the annual meeting
- **Status of Old Building**
 - Recap of purchase agreement with Katie Evans, sale closes in June.
- **C-Share Payout**
 - Proper procedure for payouts on membership equity and c-shares discussed
 - Discussion of limits on C-Share payouts going forward
 - **Troy makes a motion that the Co-op shall only refund up to \$500 of combined C-Shares and/or equity each year, for the next three years starting January 1, 2017, to members who wish to cash in their equity, on a first come first served basis, upon Board approval.**
 - Debbie seconds, none opposed.

- **Lori motions to refund one C-Share (\$200) and the Membership Equity (\$50) of Member #80. C-share and Member Equity documents received.**
 - Samantha seconds, none opposed.
- **Board T-Shirts**
 - **Troy motions to spend \$480 on board t-shirts for all board members, including exiting members.**
 - Samantha seconds, none opposed.
- **Board Monitor Reports**
 - **Policy C Global**
 - **Samantha makes a motion that the board is in compliance with Policy C.**
 - Lori seconds, none opposed.
- **Committee Reports**
 - **GM Evaluation**
 - Upcoming GM review, contract ending March 30th.
 - Committee will have more information at next meeting
 - **Education**
 - Board trips on Sunday January 15th, 2017 or Sunday January 22nd, 2017 to Harmony Co-op in Bemidji.
 - **Perpetuation**
 - Upcoming board elections discussed
- **Expansion**
 - New building update
 - Construction is on schedule.
 - Costs and finances regarding expansion discussed.
 - Outdoor and indoor signage and color coordination explained.
 - Kitchen equipment finalized and ordered
 - NCG will be handling opening order
 - Private party to be held for owners who loaned for the Owner Loan Campaign in May
 - Suggestion made for a local showcase
 - Staffing
 - New hire schedule discussed
 - Suggestions made to help promote open positions at the co-op and find solid new hires
- **GM Reports**
 - **Sales**
 - Sales growth in November and December was lowest it has been in three years, basically flat
 - Ideas suggested to improve sales and reach more people:
 - Promoting Field Day with recipes to show our affordability
 - Coupons for board and employees to give to people who don't shop at the co-op

- **New Member List**
 - **Lori motions to approve new members.**
 - Deb seconds, none opposed.
- Possible trip to Grand Rapids Co-op to speak with them about our co-op in the spring/summer
- **Treasurer Report**
 - Treasurer Troy presented the BOD Budget for 2017.
 - **Troy motions to have \$15,000 placed in the board account.**
 - Samantha seconds, none opposed
- **Deb motions to adjourn the meeting at 8:00pm**
 - Samantha seconds, none opposed.

Addendum:

The November 29th meeting minutes were approved by email:

Lori made the motion to approve the November 29th meeting minutes. Troy seconded. None opposed.