

**Natural Harvest Food Co-op
Board of Directors Meeting
Virginia High School Conference Room
September 26, 2016
5:30 PM**

Board Members Present: Leah Calgaro, Troy Caddy, Britta Bloomquist, Jacob Rosandich, Zach Yurczyk, Chris Ismil, Samantha Krage

Board Members Absent: Debbie Petinelli, Sarah Packa

Staff Present: GM Anja Parenteau

Guests: Member/Board Candidate Kim Anderson

1. Call to Order
Troy called the meeting to order at 5:35 PM.

2. Welcome Guests
Troy welcomed guests.

3. Development

Log Building

Purchase agreement of \$275,000 presented to NHFC on the log building. Log building is listed at \$365,000. Troy recommends we counter at \$320,000.

Britta made a motion to counter offer at \$320,000. Leah seconded. Passed unanimously.

Chris made a motion to accept any offer of \$300,000 or above. Sam seconded. Passed unanimously.

Financials

\$692,000 had to put in an escrow account on Friday, September 23 for new building site. Co-op has \$35,000 left in checking account, \$200,000 in shared capital. Chris recommended taking out the \$200,000 in shared capital and put into savings. Received a \$20,000 member loan on Friday, September 23.

Troy asked Anja to bring terms about our loans for the development to the next meeting.

Anja reported that we have \$268,500 for member loans thus far.

Construction Update

The footings are done and the slab will be poured next week.

Still waiting for a permit for a food permit from the Department of Agriculture. Troy asked if Anja can check to see if Max Gray can take photographs of the work to assure Dept of Ag? Chris will call Max Gray tomorrow to discuss this issue.

Troy recommends doing PR about all the local workers and subcontractors working on the project.

4. Treasurer's Report

Chris reported that our board account is at \$7731.89 as of August 2016.

5. Operations Transition Plan

Anja updated the board on the timeline.

Considering purchasing Chef Tech for the deli/kitchen.

Troy asked that Anja bring management descriptions for current and future positions to next meeting. Names, departments, salaried or hourly, etc.

6. Committee Reports

Perpetuation

The election closes on September 30. Troy will arrange a time with Deb to count the ballots.

Binders

Troy gave out binders at beginning of the year. He asked that those who have binders give to committee members that will still be on board.

New Committees

New committees will be formed in October.

7. Monitor Reports

Zach made a motion to approve the regular minutes from the August 2016 Board of Directors meeting. Chris seconded. Passed unanimously.

C9: Board Member Succession

Chris made a motion to report we are in compliance and for the new board to look at monitoring report again to possibly add special election to this list as well, in case there are no additional former candidates left to fill a vacant position. Britta seconded. Passed unanimously.

B7: Communication to the Board

Chris doesn't believe we are in compliance, and wants there to be better communication with the board via email from the GM.

B8: Board Logistical Support

Anja reported compliance.

Chris made a motion to approve B8. Zach seconded. Passed unanimously.

Sales Report

Sales are up 9.02% in August at \$227,999.21. Eight new members.

New Membership

Need to vote on August 2016 member list in October.

8. Old Business

B9: GM Emergency Succession

Co-op Month

Fall Fest

Anja wants the board to someday set up a non-profit so we can give funds from left over equity.

Patty and Anja to send out email to board to update on Fall Fest.

Bess Metsa Garden

Chris corresponded with Shaun Hainey from Friends of the Greenhouse. Chris will forward any information received to new board of directors in regards to the Bess Metsa Garden.

9. Closing

Chris made a motion to adjourn at 8:07 PM. Britta seconded. Passed unanimously.