

Natural Harvest Food Co-op
March 24, 2016— 5:30 PM
Virginia High School — Conference Room Room T102
Enter Door #6

Board Members Present: Debbie Pettinelli, Troy Caddy, Britta Bloomquist, and Chris Ismil, Zach Yurczyk, Jacob Rosandich, Sarah Packa, Leah Briski, and Samantha Krage
Board Members Absent: None
Staff Present: GM Anja Parenteau

1. Call Meeting

Troy Caddy called the meeting to order at 5:30 PM.

2. Committees

GM Committee met and Anja signed her contract.

Perpetuation Committee will recruit for new board members at annual meeting and bring handouts.

Anja has been working with our bylaws and according to our new bylaws, the co-op statute requires board members to be elected at the annual meeting. That would mean that board members terms would be extended(October terms would be extended to April). Chris Ismil ask that this be tabled to be discussed through email.

Education Committee to email out list to call members to invite to annual meeting
Anja will invite LHB to the meeting to speak.
Education Committee will set agenda.

3. Expansion

Troy read the updated comments and will respond accordingly to the questions and comments. Meeting with members scheduled for Tuesday, April 12, at 5:00 PM, at the co-op.

Development Agreement

- We will be asking city for nine lots only(not Miskovich's tenth), that will be 63 parking spots total with 8 foot loss of easement next to carpenter's union.
- Chris and Samantha Krage will meet with Rick Cannata to discuss the PLA.
- LHB Agreement signed at \$144,000 plus \$6,000 for electrical engineering.
- Benchmark Engineering signed at
- American Bank of the North at 4.5% for primary loan contingent on us getting our USDA loan for \$500,000 and member/owner loan for \$400,000.
- We applied for a loan from Northland Foundation at 5.5%.

- Benchmark Engineering \$54,000k but went down and Anja will have that number!

Social Media

More postings
Pictures and/or testimonials
Update expansion website

4. Consent Agenda

Britta makes motion. Zach seconded. Chris nay. Sam and Sarah absent for vote. Six yay. Passed unanimously.

5. Store Reports

B1: Financial Condition

Anja reports we are in compliance.

B4 - Membership Rights & Responsibilities

Anja reports we are in compliance.

Sales Growth Report

February 2016 sales \$211,356.51, 12.51% growth, 36 new members, 88 member renewals

Store Happenings

January & February 2016: Sales:

Jan - \$207,717.14 (8.08% increase over last year)

Feb - \$211,356.51 (12.51% increase over last year)

New Owners:

Jan – 31 Feb – 36

We've had 2 very busy months. Sales are still going strong and new owners are still signing-up every day! Our classes have been very successful and are bringing in new people.

Equipment:

Deli hood motor fixed

Added outlets to Deli counter

Produce case fan motor fixed

Classes:

Winter Cleanse, Squeaky Cheese, Help me Sleep, Reiki, Wine Making, Fen Shui, Build your own solar greenhouse, PH and Inflammation and Beekeeping were held in Jan and Feb. 110 people participated.

2 classes needed to be cancelled because of low sign-up:

Kitchen Cupboard Remedies & Food Sensitivities

Trainings and Team Building:

2 meetings for all employees with Board Members to talk about and answer expansion

questions and Owner Loan Campaign

Anja participated in an Inside-out Coaching workshop through NCG, in Minneapolis.

The employee Christmas party was held at Boomtown. T-shirts from the Board were given to all employees.

Expansion:

Worked with Betsy Olivanti, UMD Small Business Consultant and finished our expansion business plan.

Worked with Kaija Giroux, Accountant to finish ProForma.

Board Member Meeting (Coffee an') with any members that wanted expansion questions answered.

Hired LHB and Benchmark Engineering to finish all plans and bidding documents.

Worked with Rachel Soffer, Attorney, to review all Member Loan Documents (Appeal Letter, Commitment Letter, Brochure, Promissory Note) and procedures. She also reviewed our Article and Bylaw changes and provided the ballot and notice of Annual Meeting to Owners.

Met with Frandsen Bank, Northern State Bank, American Bank and Virginia Co-op Credit Union (and Cook Credit Union) representatives. Also met with Michael McCuclough from the Northland Foundation.

Launched Owner Loan Campaign. Sent out mailing to all Owners and changed in-store displays.

Met with Patrick Lucas, Designer UNFI for kitchen and store design services.

Met with Larry LeBlanc, Per Mar Security for security design and Alan Swanberg for phone installation.

Met with LHB in Minneapolis for Design team meeting.

6. Eliminating \$10 fee

Anja suggests using it as a store credit for those who have already paid their renewal fee in 2016.

Chris makes a motion to eliminate \$10 renewal fee as of Jan 1, 2016, and all those that have renewed to give store credit.

Leah seconded. Passed unanimously.

Sarah and Sam absent from vote.

7. Patronage Rebate (edit for clarity)

Tax return finished for 2015.

\$21,615

\$86,515 retained equity

8. Bylaws

3 changes

Chris makes motion to approve bylaws and tabling 3.1, 4.3, and 4.4. Britta seconded. Passed unanimously. Sam and Sarah absent for vote.

Tabling

Bylaw 3.1

Change bylaw 4.3 to three years to two years.

Bylaw 4.4

9. Education Plan

Chris makes motion to move board education plan to next meeting. Debbie seconded. Passed unanimously. Sam and Sarah absent for vote.

10. Next meeting

Next meeting is Thursday, April 21, at 5:30 PM, at Virginia High School

11. Adjourn

Debbie makes a motion to adjourn. Chris seconded. Passed unanimously. Sam and Sarah absent for vote.

Meeting adjourned at 9:52 PM.