

Natural Harvest Food Co-Op
November Meeting Held Tuesday, Nov 28th 2017
Board of Directors Meeting
Natural Harvest Classroom

Board Members Present: Jacob Rosandich, Troy Caddy, Kim Anderson, Megan Thiele and Darrel Swenson

Members absent: Carrie Sells and Deb Meissner DeVries

Staff Members Present: GM Anja Parenteau and Administrative Assistant Lori Maki

Guest in Attendance: None

Call to Order – President Jacob called the meeting to order at 5:34 PM

A motion was made by Darrel and seconded by Troy to approve the October minutes. The motion carried.

The resignation of former Board Member Lori Ismil was acknowledged. The current Board consists of 7 members.

Status of the log building - there was a double showing. No further inquiries since. Winterization steps by Anja were discussed.

CDS Consulting Group document sharing and monthly conference call meetings were addressed. It was decided that limited access to specific Dropbox folders will be granted to the consultant, Leslie Watson. This will enable her to study and prepare for the issues of our Board and Coop. It was also agreed that a monthly phone consulting meeting with Leslie and Board member and Anja (as needed) will tentatively be held the first Wednesday of each month. The time selected was from 5 – 6 PM. Jake will confirm this with Leslie and email everyone when it is set.

An annual Board Calendar was prepared by Jake and presented. He was thanked for his efforts on this draft and asked for input by all members and Anja. It was created to help balance the duties and reporting responsibilities throughout the year.

Multi Year Board Goals – Jake wishes for 3 good goals to be set by the current Board Members and is seeking all opinions before presenting and accepting them at the January meeting. Some suggestions discussed were A Stable State of the Coop, Perpetuation of Board Members, Board to be involved in educating the community

and networking with local entities, High Energy/Nutrition Store Promos, Bike Path Involvement.

Jake reminded the members of the need to complete and approve C6 – Officer and Committee Changes, C9 - Board Participation, C2 – The Boards Job and C3 - Agenda Planning. He will work in December with all to get these done for approval in January.

The scheduling of the Annual Meeting is needed. The Board tentatively selected Saturday, April 14th. A location should be determined next week. Troy Caddy agreed to follow up on the Virginia Elks Club as a venue. A second option to consider would be the Mt Iron Community Center.

Approval of the Annual Board Budget and the Treasurer Report was motioned by Megan, seconded by Darrel. Motion carried. The Budget was set at \$20,240. There should be some unspent dollars from the 2017 year which would be considered and used for Miscellaneous Expenses that may occur in 2018. Estimates were \$2,000 - \$3,000 for this rollover.

A resolution was adopted to change the signers of the Board checking account at Virginia Coop Credit Union. The incoming Treasurer, Megan Thiele and Secretary, Deb Meissner DeVries will be the new signers. Motion to accept made by Troy and seconded by Darrel. The resolution was adopted unanimously.

The GM Evaluation Committee had no updates apart from noting that the contract is final and filed.

The Education Committee had no updates at this time. Jake reminded that they will be involved in the Annual Meeting and all that that entails.

The Perpetuation Committee reported that information retrieved from Duluth Coop was shared with Marketing Manager Briana Sterle.

GM Reports – Anja presented financial information for YTD to Sept 2017. Motion to accept compliance with B1 – Financial Condition was made by Troy and seconded by Darrel. Motion carried.

The B8 – Board Logistical Support was read by Anja. Motion to approve that we are compliant with it was made by Megan and seconded by Kim. Motion carried.

Board agrees with GM Anja that board documents in Dropbox need to be protected and therefore files will be made as “view only” for all accessors except the Board Secretary and Board President.

Anja announced that a rebate from the Department of Public Utilities was deposited for \$3,918. This rebate was for the energy efficient lighting and HVAC systems in the new building.

Store Happenings were reviewed, and Board Members praised many of the events, especially the Halloween Party. 69 New Members from October were accepted. Darrel made the motion to accept the new members, seconded by Troy and unanimously approved.

President Jake took time to congratulate the Board Members for their commitment in this past year. He also stressed his thankfulness to Anja Parenteau for the undertaking of opening a new store and all her successes. Also, he acknowledged staff and managers who played such a big role in the overall success of our Co-op.

No December meeting will be held, but the Board Members will receive "homework" necessary for the January 2018 meeting.

Next meeting is set for Tuesday, January 23rd, 2018 at 5:30 in the classroom at the Natural Harvest Co-op.

Motion to adjourn made by Kim and supported by Darrel and passed by all.

Happy Holidays!!!!