

**Natural Harvest Food Co-op**  
January Meeting Held Tuesday, January 22, 2019  
Board of Directors Meeting  
Natural Harvest Classroom

Board Members Present: Carrie Sell, Shayna Ray, Emma Peterson, Julie Juntune, Pauli Rancourt, Deb Meissner DeVries

Staff Members Present: General Manager Anja Parenteau and Marketing Director Briana Sterle

Guests Present: Board Candidate Jenna Asuma

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Call to Order – President Carrie Sell called the meeting to order at 5:31 PM

New Business

A motion was made by Pauli to approve the November 27th minutes. Julie seconded, and the motion carried.

Anne Lantry's resignation from the Board was announced. A Board election perpetuation update was given. Four seats need to be filled; three 3 year terms and one 1 year term are open. Five owners have expressed interest in running and one application has been received.

The board article for the upcoming newsletter was discussed, it was decided Shayna would write it. At the November meeting the Iron Rangers for GMO Labeling expressed they would like Natural Harvest Food Co-op to become members of the Minnesota Farmer's Union. The matter was discussed in depth during today's meeting and the request was declined.

In an effort to foster connections with our owners the Board decided they would like to start sending out hand written welcome cards to new owners on a monthly basis.

Marketing Director, Briana, presented guidelines for the Board to follow regarding customer complaints. A hard copy was presented to each Board member and an electronic copy will be saved in dropbox.

GM Reports were presented by Anja. This included the monthly and annual sales charts and P&L report. The year 2018 closed with 11.25% sales growth and 290 new owners. Store happenings from November and December were reported this included a recap of the store audit NCG performed for us. The audit showed the NHFC operational team was doing a great job overall and included suggestions where some improvements can be made to maximize sales growth. It was reported that the NCG customer survey was launched on 1/22/19 and that a staff survey would be launched with the assistance of a third party, CDS consulting, on 1/28/19. The 2018 GM ENDS report was also presented. Pauli motioned to approve the ENDS report, Carrie seconded, the motion carried.

Anja reported on article B3: Asset Protection. Deb motioned to approve the GM was in compliance of article B3, Emma seconded, the motion carried.

Anja proposed investing some assets with Member's Co-op Credit Union of Duluth. This includes investing \$115,000 into a 5 year CD fund and \$115,000 into a business savings account. Emma motioned to approve the investments, Julie seconded, the motion carried. The secretary and another officer will sign the paperwork with Anja.

### Board Monitor Reports

Article C: Global Governance Commitment, Shayna motioned to approve board compliance of article C, Julie seconded, the motion carried.

### Board Committee Reports

GM Evaluation Committee Update: Anja to present her proposal to them by 2/19/19. The Board will then finalize and present a new contract to the GM by 3/31/19.

Education Committee Update: Annual meeting details were discussed, it will be held 4/27/19. Megan plans to book the Elks Club and Emma will arrange musical entertainment. A brainstorming session was held regarding a keynote speaker. It was suggested we have a couple of the original owners speak and we focus on celebrating our 40 years of growth. The committee is also working to plan orientation for new board members which will be held upon completion of the election.

Perpetuation Committee Update: An upcoming call with their CDS consultant was discussed and will be scheduled for 1/28/19 at 6:00 PM.

Treasurer Report: It was announced that Emma is now the Board Treasurer. The Board account was reviewed and it showed they were in compliance with their 2018 budget. The current balance of the board account is \$7,102.47. Pauli made a motion to accept the treasurer report, Deb seconded, the motion carried.

### Old Business

Solar Panel Update: Working with the Iron Range Solar Co-op to send out group proposal for installers.

Abandoned equity was discussed, and it was proposed the Board may need to update some bylaws in order to put the funds to use. Any proposed changes would need to be voted on by our owners at an annual meeting.

The next Board meeting will be held Tuesday, February 26<sup>th</sup>, 2019 from 5:30-7:30 PM in the Co-op classroom.

A motion to adjourn the meeting was made at 7:24 PM by Carrie, Emma seconded, the motion carried.