

Natural Harvest Food Co-Op
May Meeting Held Tuesday, May 21st, 2019
Board of Directors Meeting
Natural Harvest Classroom

Board Members Present: Darrel Swenson, Carrie Sell, Julie Juntune, Emma Peterson, Pauli Rancourt, Stephen Levchak, Jenna Asuma, Kelsey Gantzer and Kristin Dosan.

Staff Members Present: General Manager Anja Parenteau and Admin Assistant Lori Maki

Call to Order – President Sell called the meeting to order at 5:30 PM

Welcome Guests – No guests present

New Business - A correction was noted on the March minutes that in the GM Reports section, a sentence was not completed. The word “reports” will be added to the end of the sentence that “Pauli made a motion to approve the.” A second correction was noted that departing Board Member, Megan Thiele, was inadvertently left out of the thank you-s. With those corrections, a **motion** was made by Julie to accept. Darrel seconded, and the motion carried.

The 4 new Board Members were given binders and told that the 10% discount is now in effect and that each has a folder located at customer service with items, like nametags, and other information to check. The stipend for attending meetings is still at \$30 and new shirts will be ordered for them along with other things.

The purpose of each committee was explained and discussed, and the following is this year’s choices:

- GM Evaluation – Darrel, Julie and Stephen
- Education – Emma, Kelsey and Jenna
- Perpetuation – Carrie, Pauli and Kristin

GM Reports were presented by Anja. She presented the sales chart to all. The goal for 2019 is a 4% growth and at the end of April we are at 3.4%. Target for total sales in 2019 is \$4,000,000. The Profit and Loss, Balance Sheet and Cash Flow reports were presented next. These are presented to the Board Members four times a year. More detailed training will be provided on Wednesday, May 22, 2019 at the Orientation which includes the consultant Leslie Watson with CDS.

We are having a certified audit of 2018 done by Walker, Giroux and Hahne. A report should be presented by them after June 2019.

Store Happenings were shared for March and April which included events, classes, and classroom use along with things.

Anja shared the updated GM Succession chart and updated the Board on new hires.

Anja explained that we are members of the NCG. This is an organization that helps Coops nation wide and currently has about 140 members. They help by setting guidelines, provide training and insure UNFI's accounts with all Coops along with much more.

Lastly, she noted that we are off the NCG monthly reporting monitoring requirement. We had been on this since our expansion. We received a refund of \$12,958 of the \$20,000 we had to set aside until we were not at as much risk due to strong financials. All Coops members pay premiums into this entity.

Anja is going to invest in solar panels. She explained to the Board her plan to install panels on the roof and as an awning along the south side of the building, viewable in the classroom. She has applied for a grant from AEOA/IRRRB and will proceed once she knows if we were accepted.

The B1: Financial Condition was read and discussed. The Net Income and the Sales Growth are not in compliance currently. With these exceptions, Pauli made **a motion** to accept our compliance with B1. It was seconded by Darrel and the motion carried.

61 New owners and 3 cancellations were presented and approved. Darrel made the motion and Julie seconded it. The vote carried.

A motion was made by Darrel that no patronage rebates will be issued for 2018. Kelsey seconded that and the motion carried.

Board Monitor Reports – C1 – Governing Style Reporting was discussed. **A motion** was made by Julie to accept compliance. It was seconded by Pauli and the motion carried.

D-2 – Accountability of GM was read and agreed that we comply. **A motion** was made by Darrel. Seconded by Jenna. Motion carried

C-9 – Board Member Succession was discussed at length and was tabled until next meeting. A draft will be sent out by Julie of the proposed change(s) before then so all may have time to give any additional input on this process.

Committee Reports - GM Evaluation– No update at this time.

Education Committee – A brief recap of the Annual Dinner was presented. The member sign is log will be scanned into records. There were nearly 80 attendees this year. All comments were positive! Carrie suggested notes be kept on this event each year for future Education Committee members to review and use.

The Perpetuation Committee – No report was presented.

Darrel was thanked for writing an article from the Board for the Summer Newsletter.

Treasurer Report was presented by Emma. It was noted that the bookkeepers have not received the proper information for balancing the Board Checking Account. Lori offered to make sure this is done from now. **A motion** was made by Darrel and seconded by Kristin to accept all committee and the Treasurer reports to the Board. Motion carried.

Old Business N/A

Next Board Meeting is to TBA.

A motion was made to adjourn the meeting at 7:38 PM by Julie, seconded by Kelsey and it was approved.