

Natural Harvest Food Co-Op
July Meeting Held Tuesday, July 17th, 2019
Board of Directors Meeting
Natural Harvest Classroom

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

Absent: Pauli Rancourt and Darrel Swenson

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

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

Welcome Guests – No guests present

New Business - Julie Juntune pointed out some mistakes with the categories of the Board and GM Monitoring items. Specifically, in the June minutes the Treatment of Customers was labeled as B1. It will need correcting to B5. Lori offered to review those items and make sure that the Letter and number of the items are correct. The content of the monitoring items is accurate as reported. Noting this, a **motion** was made by Stephen to **accept June's Minutes**. Julie seconded, and the motion carried.

Anja discussed with the Board Members the planning of this **year's Co-op month, October**. Plans are underway and the Board was asked to participate in the Customer Appreciation day which has not yet been determined.

The **Fall Newsletter** is coming up and Kelsey Gantzer offered to write an article on the Board's behalf. She will follow up with Briana, the Marketing Manager, in the next few days. The deadline is Monday, August 5th.

Anja shared plans for the **40th Anniversary Party**, scheduled on August 24th from 11am to 4pm. The Board Members were invited to join in with the celebration in any way they can. There will be 10% off sale in the store that day. Local vendors inside, outside there will be music, food and kids activities. A sign-up sheet was started by Carrie.

The **October Round Up** was discussed. Ideas for the recipient of that month were talked about. Kelsey and Jenna offered to work on giving micro-grants to local farmers. For October of 2020, suggestions were brought forth. Scholarships were talked about. Lori, Kristin and Stephen offered to assist with that idea if it comes to fruition.

B6: Staff Treatment & Compensation – Grievance Policy was addressed. The policy is revised to add new information which came with the consultant's suggestion. It was agreed to strike #2 on this draft, due to duplication. A **Motion** was made by Kelsey to approve this policy, Stephen seconded it and the motion carried. Anja added that new policies will be in effect on September 1st for all.

GM Reports were presented by Anja. She presented the monthly sales chart to all. The month of June saw a sales growth of 5%. We are getting closer to the projected annual growth of 4% over last year. All other stats are holding steady or improving.

13 **New Owners** in June were presented and approved. Anja projected for 200 New Owners in 2019. We are at 99 mid way through the year which is right on target! Emma made **the motion** and Julie seconded it. The vote carried.

Store Happenings were shared for June which included events, classes, and classroom use along with other points of interest. The Round up was for Range Transitional Housing, over \$1,500. The new managers in Produce and Wellness were praised by the GM.

The B9: GM Emergency Succession was read and discussed. Julie made **a motion** to accept our compliance with B6. It was seconded by Stephen and the motion carried.

A motion was made by Julie to add Briana Sterle, Marketing Manager, to the VCCU Operating account. It was seconded by Stephen and the motion passed.

Board Monitor Reports – C5 – Directors Code of Conduct was discussed. **A motion** was made by Stephen to accept compliance. It was seconded by Julie and the motion carried.

Committee Reports - GM Evaluation– Julie stated that she reviewed minutes for discrepancies, which was already presented. No other reports were given this month.

Education Committee – Emma stated that the Board Training for Sept 21st is open and ready for anyone to commit. The annual Board Retreat was brought up, a date still needs to be set, as well as an agenda.

The Perpetuation Committee – No report was presented.

Treasurer Report was presented by Emma. **A motion** was made by Julie and seconded by Kelsey to accept all committee and the Treasurer reports to the Board. Motion carried.

Old Business – Solar Panels will be updated after the Grants approved by AEOA and IRRRB are selected. This was expected in early July and has been moved up again. No progress on the Grantors side.

Next Board Meetings - August's meeting is Tuesday, August 20th to be held at the classroom at 5:30.

A motion was made to adjourn the meeting at 6:35PM by Julie, seconded by Kristin and it was approved.