

Natural Harvest Food Co-Op

October Meeting Held Tuesday, October 22nd, 2019
Board of Directors Meeting/Natural Harvest Classroom

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

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

Call to Order - President Sell called the meeting to order at 5:29 PM

Welcome Guests - No guests

New Business - The **September 24th Board Minutes** were read, and a **motion** was made by Pauli to accept the Minutes. Stephen seconded, and the **motion carried**.

Elections were made for the next year's officers. They assume their positions in November 2019.

- Pauli Rancourt was elected President. Stephen Levchak was elected Vice President. Emma Peterson will remain the Treasurer, as will Julie Juntune as Secretary.

Owner Appreciation Day and the Perpetuation Table in store was discussed. One new Board application was received. Sales were a little slower than expected, but all in all was a successful event. It was noted that the 3 members whose terms expire in April are Carrie Sell, Darrel Swenson and Kristin Dosan.

The **2018 certified audit** was followed up with, with Anja. A few questions were asked. Anja assured the Board that we are not in excess of the FDIC limit at any Bank anymore. She also agreed to set a higher threshold for equipment purchases, in order to expense smaller amounts and to help with bookkeeping.

Solar Panels are in process. Permits are applied for and an engineer is looking into the awning installation due to unique building conditions that we have.

Board Retreat is on for November 10th. Some ideas and suggestions were discussed by all and will be prioritized into which best suit the retreat topics, or the phone conferenced calls topics. Pauli will take the lead with that by contacting Leslie the consultant. Some of the suggestions were - Bylaws reviews, Committee and Officer's assignments (procedures), Ends, and Abandoned/ Delinquent Equity.

GM Anja has resumed her full-time position in October and will continue throughout the year if she is able. She feels she will be able to.

GM Reports were presented by Anja.

The monthly sales chart was presented to all. The month of September saw a sales growth of 5.2% over last year. This is very promising for meeting our projected annual growth rate goal of over 5%.

Store Happenings were shared for September by Anja. The Round up was for United Way Buddy Backpack Program, \$1,931.00.

Eight New Owners in September were presented and approved. Julie made **the motion** and Emma seconded it. The vote carried.

The B2 report: Business Planning and Financial Budgeting was read and discussed. Anja reviewed her Business Plan for the upcoming year in detail. She also presented her operating and the Board budgets. Board budget is set at the .5% of \$3,950,000 or \$19,740. Stephen made **a motion** to accept our compliance with B2. It was seconded by Kelsey and the motion carried.

The B8: Board Logistical Report was presented and accepted as in compliance. A motion was made by Julie and seconded by Emma to approve and the motion passed unanimously.

Board Monitor Reports:

- **C6 - Officer's Roles** - The latest version dated 4-18-19 was read and approved as in compliance but will be reviewed again to ensure that it is as current as can be (topic to be addressed with the consultant soon). Kelsey **moved to approve**, and Stephen seconded it. The motion carried.
- **C8 - Governance Investment** - The last revision of June 18,2019 was read and **moved to approve** by Pauli, seconded by Julie. The vote passed.
- **D4 - Monitoring GM Performance** - was tabled and will be addressed with consultant to ensure it covers what the Board wants and needs in it. There were too many discrepancies with which version is accurate currently.

Committee Reports:

GM Evaluation- No meeting was held.

Education Committee - No meeting was held. It was suggested they start working on the checklist for the annual dinner of 2020.

The Perpetuation Committee - Pauli has updated the Board Application and the Committee Charter.

Treasurer Report was presented by Emma. She stated the account balance and the checks that have cleared since last August.

A motion was made by Emma and seconded by Pauli to accept all Committee and the Treasurer reports to the Board. Motion carried.

Departing President Carrie Sell was thanked for her service in the past year(s). As Pauli will assume her role for the next meeting as President.

Next Board Meetings - November meeting will be on the 19th to be held at the classroom at 5:30. **A motion** was made to adjourn at 7:15PM by Stephen, seconded by Kelsey and it was approved.