

Natural Harvest Food Co-op  
June Meeting Held Tuesday, July 28<sup>th</sup>, 2020  
Board of Directors Meeting Via Zoom Video Conference

Board Members Present: Pauli Rancourt, Julie Juntune, Victoria Ranua  
Kyle Lynch, Kelsey Gantzer, Kristin Dosan, Jenna Ballinger, Emma Peterson.  
Stephen Levchak joined the meeting just before closing. Was unable to join any earlier.  
Staff Members Present: General Manager Anja Parenteau

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**Call to Order** – President Pauli Rancourt called the meeting to order at 5:31 PM

**Welcome Guests** – No guests

**Consent Agenda Items Approved by Directors were:**

- June 30, 2020 Meeting Minutes
- GM Reports – B9– Emergency GM Succession
- Board Policy – C5-Directors Code of Conduct

Motion was made to approve by Emma and seconded by Victoria. The motion carried.

**GM Reports**

**The monthly sales chart** was presented for June by Anja. Sales were great. A 6% growth over last year's June sales was achieved. Year to date the increase in sales is at 11% with July looking very good as well.

**Store Happenings** were discussed. The 2<sup>nd</sup> quarter inventory was conducted, and it pretty much evened out the estimated 1<sup>st</sup> quarter's figure. The margin is right on track as predicted. Employment has become somewhat difficult. Not many qualified applicants have been found. The federal unemployment dollars have seemed to make this even more challenging. Moving forward, owners will be rewarded with a coupon-based program rather than the 5% monthly discount. The new credit card system has been implemented and our new gift cards are available. They are exclusive for our store. The Community Dinner was a success! 187 dinners were sold. Discussion on whether these events could have a negative impact because of the Covid-19 regulations took place. Anja explained that the flow of customers was evenly spaced and almost everyone adheres to the distancing and other safety requirements.

Anja will address the Owner Discount Update with a memo available in the store and in the upcoming newsletter. Facebook was mentioned as a replacement for the instore recruitment we normally had.

An all staff meeting is scheduled for next week. Anja will update everyone on financial issues and Covid-19 related topics. Explaining that profits must be met before benefits can be paid for staff and owners is crucial. The uncertainty of the future must be kept in mind and that after the profits are realized, benefits will be paid accordingly. The \$2 increase in wages ended on July 15<sup>th</sup> and an hourly incentive for the remaining 2020 year is in the works. Profit sharing is being considered for 2021. The mandatory mask mandate set by the Governor reinforced the store's policy set early in June.

## Board Reports

New Owners & Cancellations for June – 9 owners signed up bringing this year's new owners to 95. The 2020 goal is 200 so we are on target. An isolated incident with an owner demanding a refund of his investment in the store one evening was addressed. The owner was reimbursed then to avoid any further incident. Motion was made by Kyle and seconded by Julie to accept nine owners and one refunded owner. The motion passed.

## Treasurer Report

Emma presented the expenses for June as the monthly stipends (\$520.00), a Columinate bill was paid for quarterly services (\$1750.00) and annual directors insurance paid (\$2254.00).

## Committee Reports

**GM Evaluation** – No report was given.

**Education Committee** – The committee members have met and started a “How To” guide and a month by month agenda for current and future members to use. The Fall Retreat is currently up in the air.

**The Perpetuation Committee** – Pauli indicated she will share the updated grid used for recruiting. This helps to target the types of people who can be most helpful by using their specific talents, experience and passions.

**The September Newsletter** – The focus of the article will be on the Perpetuation of the Board of Directors. The deadline for the article was set for August 16<sup>th</sup> but that has been extended.

**Feedback from owners on monthly discount discontinuation** – Anja wants to concentrate on the dividend originally established, the annual patronage rebate. A coupon plan is in the works for a quarterly reward for the owners.

**Old Business – Organizational Board Projects for 2020** – No progress was made in July.

**Next Board Meeting** – The next Board Meeting is scheduled for Tuesday, August 25th at 5:30 held via Zoom Video Conference.

A motion was made to adjourn at 6:29 PM by Julie and seconded by Kyle and it was approved.

Respectfully submitted,

Lori Beth Maki