

Natural Harvest Food Co-op
January Meeting Held Tuesday, January 26,2021
Board of Directors Meeting Via Zoom Video Conference

Board Members Present: Pauli Rancourt, Julie Juntune, Kyle Lynch, Jenna Ballinger, Emma Peterson and Stephen Levchak, Victoria Ranua

Absent: Tera Nowicki and Kelsey Gantzer

Staff Members Present: General Manager Anja Parenteau

Call to Order – President Stephen Levchak called the meeting to order at 5:32 PM

Welcome Guests – No guests

Consent Agenda Items

- November 17, 2020 Meeting Minutes
- Board Policies/GM Reports
 1. Ends #1-4 Report
 2. B3 – Asset Protection

A Motion was made to approve all consent agenda items by Kyle and seconded by Jenna. The motion carried.

GM Reports

New Owners /Cancellations – 16 new owners and 3 cancellation requests were discussed. **Motioned** by Pauli to approve and seconded by Emma. Motion carried.

Monthly Sales Chart - Anja started by highlighting points of the Ends Report which was approved by the consent agenda. Great accomplishments were made due to being an essential business in our community. Continuing customer loyalty and generosity has been amazing. Living wage levels are being met, the solar produced energy for a whole year now, and the micro grant program is successful.

Annual sales growth was addressed and an 8.6% growth rate was achieved over 2019. Basket sizes are holding with a dramatic increase due to changing shopping habits of the consumer.

Store Happenings – Anja shared that there has been turnover in 2 positions recently. The Produce and Assistant Grocery Managers have both given notice since the last Board Meeting. There is also a need for more Front End help. The Produce Manager position was filled from within and he is doing very well.

The Payroll Protection Loan has been forgiven. The \$144,600 received will now go from a loan to an asset on our balance sheet. An Employee Assistance Program is available as of January 1st, 2021. Through NCG, we are implementing a free item program to select owners in March. Refinancing the Bremer Bank mortgage and the Shared Capital loan is in progress. This change in terms agreement is very positive for Natural Harvest and will save the Coop thousands of dollars in interest payments in the future with a much lower interest rate offered through Bremer Bank.

Covid – 19 Updates and Mask Mandates – A continual struggle with a select few shoppers exists and is being addressed with store policies, which are based on the State mandate. The Board supports the General Manager’s policies and hopes the situation will change soon as to welcome all shoppers again.

New Business Items

The 2021 Board Book Review – Julie asked for opinions on any improvements or suggestions from the members. Stephen suggested a “how to” on accessing emails and Dropbox would be helpful. Julie was thanked for her hard work on the book.

Update on Recruitment – Efforts have been made but things are slow as far as interest at this time. Discussion on prospects continued.

Bylaw Article 4.1 Revision - Regarding a full roster of Board Members, discussion was about including an addition to change how many Members may consist for a full Board from 7 to 9. Including adding a one year commitment for helping to recruit members who are unsure on their interest. Pauli volunteered along with Victoria to address this matter.

Annual Meeting Update -The 2021 Annual Meeting is still scheduled via a Zoom meeting on Tuesday, April 20th, 2021 at 6:00 PM at this time.

Board Reports/Policies – No board reports were given at this meeting.

Treasurer Report – Emma reported for absent Treasurer, Kelsey, on the past two months activity for Board Expenses. They were 2 months of stipends and a payment was made for quarterly billing from the consulting firm.

Committee Reports

GM Evaluation – No meeting was held. Email communications occurred.

Education Committee – Emma reported that the Spring Newsletter Article needs an author. Guest speaker was thought of, maybe the Micro Grant recipients could be approached for a small speech for the Annual Meeting. More ideas and plans will occur.

The Perpetuation Committee – Pauli reported for the committee that it has been a tough time for all despite many efforts by all and the Marketing Manager, Briana, to get the word out.

Spring Newsletter Article - Emma stepped up and will work with Briana on it.

Next Board Meeting – The next Board Meeting is scheduled for Tuesday, February 23, 2021 to be held via Zoom Video Conference.

A motion was made to adjourn at 6:56PM by Jenna and was seconded by Julie and it was approved.

Respectfully submitted, Lori Beth Maki