

Natural Harvest Food Co-op  
June Meeting Held Tuesday, June 29, 2021  
Board of Directors Meeting  
Held at Natural Harvest Classroom

Board Members Present: Stephen Levchak, Kelsey Gantzer, Kyle Lynch, Victoria Ranua, Jenna Ballinger, Carly Antus Wilk, Raini Knaeble-Weiss, Dominic (Nick) Renollet and Tera Nowicki

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

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

### **Consent Agenda Items**

- 05-25-2021 Board Meeting Minutes
- New Owners/Cancellations for May
- C – Global Governance Commitment
- C8 – Governance Investment

**A motion** was made by Jenna and seconded by Tera. The motion carried.

### **GM Reports**

**B5 – Treatment of Customers** - Anja explained that the recent 2021 customer survey was consistent with prior year's reports. More participants answered this survey than in any previous years. Nearly 400 surveys were reviewed with mostly favorable comments. Kelsey **motioned** to accept B5 as compliant. Kyle seconded and the motion carried.

**B6 – Staff Treatment and Compensation** – The Board reviewed the Employee Handbook along with the Policy Compliance Report for 2020 Employee Survey and Anja added a few points. First, she referred to the starting wage we currently offer and that will it need to be increased to \$13 per hour before the end of the year. Finding and retaining employees has been a struggle as it is for so many businesses currently. Other strategies are being investigated by Anja. Long-term plans for our starting wage include an increase to \$15, which we will need to get to gradually over the next two or three years; while finding ways to afford the increases. Raini made a **motion** to accept that the B6 policy complies. Jenna seconded that and the motion carried.

**Monthly Sales Growth** - Anja shared the charts to the Board Members. May was a good month all around.

**Store Happenings** – Anja shared that May was a quiet month as far as happenings. The owner loans that matured in 2021 were all paid out on June 23. The first ever tree sapling give away was well received by our customers.

### **New Business Items**

A letter was drafted and sent out by the Board on June 23<sup>rd</sup> in response to last month's correspondence that was signed by 70 owners. All communications are stored in Dropbox.

An owner requested an early payback of a loan. The motion was made to accommodate them by Victoria. That was seconded by Tera and the vote was unanimous.

Diversity, Equity and Inclusion (DEI) was discussed at length. Ideas of our promoting these themes in our store and education opportunities will remain a topic of discussion on the Board Agenda.

**Treasure Report** – Kelsey reported on the past month activity for Board Expenses. The stipends of \$490.00 were recognized and the annual Director's Insurance was paid.

### **Committee Reports and Appointments**

**GM Evaluation Committee** – Jenna explained that upcoming meetings will focus on updating the Committee Charter and keeping the monitoring report current.

**Education Committee** – Kyle was appointed the Chairperson for the committee, and they too will concentrate on updating the charter and a workplan and timeline guide.

**The Perpetuation Committee** – No meeting has been held. A suggestion of having a quick session prior to the monthly Board Meeting was offered in order to make it easier on all by Kelsey.

**Next Board Meeting** – The next regular Board Meeting will be on Tuesday, July 27th, 2021, at 5:30 PM.

A Special Board Meeting will be held after this meeting adjourns to discuss a personnel issue.

**A motion** was made to adjourn at 6:40 pm by Jenna and was seconded by Kyle. It was approved.

Respectfully submitted,

Lori Beth Maki,

Administrative Assistant and Owner