

**Natural Harvest Food Co-op**  
**March Meeting Held Tuesday, March 22, 2022**  
**Board of Directors Meeting**  
**Held at Natural Harvest Classroom**

**Board Members Present:** Stephen Levchak, Jenna Ballinger\*, Nick Renollet, Jennifer Krenz, Kyle Lynch, Victoria Ranua\*, Tera Nowicki\* and Raini Knaeble-Weiss

\*Attended via Zoom

**Absent:** Kelsey Gantzer

**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 5:02 PM

**Consent Agenda Item**

- 2-23-2022 Board Meeting Minutes
- 2-23-2022 Closed Session Minutes
- February New Owners/Cancellations
- C2 – The Board’s Job
- D – Global Board/Management Connection

Kyle motioned to accept the consent agenda items and Raini seconded. The **motion** carried.

**GM Reports**

**B4- Membership Rights and Responsibilities** – Anja shared all the current documents and procedures currently used while recruiting and securing new owners at the Co-op. Board members have raised questions on the ability for a partial paid owner and if they could run for Board positions. Also, what may happen with owner accounts who are deceased and others who have not fulfilled the complete payment of their accounts. This will be considered for further discussions and possible clarification for these issues in the future. Nick motioned to accept B4 and Jennifer seconded. The **motion** passed.

**Monthly Sales Growth** – The sales chart for February was presented. A small increase was achieved after a tough Minnesota February. Faced with weather conditions that forced a few early closure days, it was a typical short month statistically for all businesses. All other indicators were in line as expected.

**Store Happenings** – Anja read from the report the Board was provided. Seventeen new owners signed up which was a nice surprise. Round up gave over \$1,400 to Range Mental Health for their Project Warmth. The new deli manager Savannah Huyck was announced. A new dishwasher was ordered. Snacks were provided by the Co-op for the recent Carey Lake Classic trail run.

## New Business

**GM Resignation Letter** – Stephen stated that Anja has done a great job helping the Co-op evolve to the current situation. Her years of hard work was acknowledged and thanked. A motion was made by Victoria to accept her resignation and Jenna seconded. The **motion** carried.

**GM Search/Hiring Process Discussion** - Lori Maki was accepted to fill the Interim GM position. A contract will be drawn up soon. Anja was contracted to work through April 15<sup>th</sup>. Lori will be in a training phase and would like the position permanently. After the Board gets direction, they feel an internal job posting will follow. Future decisions on external postings are pending. The motion to accept was made by Raini and seconded by Kyle. The **motion** carried.

**Annual Meeting** – Entertainment will be performed by Morning Bird during the social hour. They will receive \$150. Registration is available online and in-store. The Spring newsletter will be published with voting ballots for Board positions. Voting is by paper ballot to be held at the store starting April 1<sup>st</sup> and ending April 28<sup>th</sup>. Store ballots will be counted early Friday April 29<sup>th</sup> and event votes will be added before the Annual Meeting starts. Lori Maki will provide the GM report for and at the meeting.

**Board Orientation** – Dates and presentation options were discussed. It was decided to go with Zoom meetings and will be determined after the annual meeting and election of the Board Members in May.

**Corporate Resolution Update** – Anja Parenteau is to be removed from the three financial intuitions and replaced with Lori Maki. Kyle motioned to accept and Tera seconded. The **motion** carried.

**Treasurer Report** – The only expenses in February were Board Stipends of \$520.

## Committee Reports

**GM Evaluation Committee** – The report was included in the closed session minutes.

**Education Committee** – Kyle will be emailing signup sheet for helping at the Annual Meeting.

**Perpetuation Committee** – Nick has emailed the fourth candidate with the invite to attend the Annual Meeting.

**Board Article for Newsletter** – Victoria will write an article for the summer newsletter by the end of May.

**Closed Session Meeting** will be held after adjourning.

## Next Board Meeting

The next regular Board Meeting will be held on Tuesday May 24th at 5:00 in the Natural Harvest classroom.

Raini made a motion to adjourn at 6:13 PM and Jenn seconded it. The motion was approved.

Respectfully submitted,

Lori Beth Maki, Administrative Assistant and Owner