

Natural Harvest Food Co-op
June Meeting Held Tuesday, June 28, 2022
Board of Directors Meeting
Held at Natural Harvest Classroom

Board Members Present: Stephen Levchak, Nick Renollet, Jennifer Krenz, Kyle Lynch, Tera Nowicki, Raini Kneable-Weiss, and *Suliman Syed

*Attended via Zoom

Absent: Victoria Ranua and Jenna Ballinger

Staff Members Present: General Manager Lori Maki and Administrative Assistant Tyler Krenz

Call to Order - President Stephen Levchak called the meeting to order at 5:00 PM

Consent Agenda Item

- 5-24-22 Board Meeting Minutes
- May New Owners/Cancellations
- C - Global Governance Connection
- C8 - Governance Investments
- 2020 and 2021 Financial Review

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

GM Reports

B5- Treatment of Customers – Lori stated that the treatment of customers throughout the month of June has remained consistent with ideals stated within our mission statement. One customer raised concern about the new \$0.10 a bag policy. Management contacted the individual to resolve the matter and explain the reasoning. Stephen Levchak suggested the possibility of administering a customer survey within the next year. The suggestion was temporarily tabled, due to other internal issues that are of paramount importance.

B6- Staff Treatment and Compensation – Lori reviewed the results of a third party HR consultation report, done in the month of February 2022. Stephen noted that the results were lower than that of the previous year. It was suggested that one be administered again, due to several changes in management.

Sales for the Month of May – The sales chart for the month of May was presented. There was a slight decrease in sales compared to May of 2021. The idea of maintaining a 3% growth in sales was revisited and found not entirely achievable. Especially due to exceptional circumstances brought on by the conditions of the pandemic over the last two years. Although, as brought up by Kyle Lynch, there still has been an increase of sales of \$12,063.28 from May of 2019 to May of 2022. Additionally, monthly margins are still increasing at an acceptable rate.

Store Happenings – Nine new owners signed up for the month of May. The amount of \$1,728.01, was donated to charity for the month of May's round up.

New Business

Jennas Board Resignation – Board member Jenna Ballinger submitted her formal resignation. Dominic Renollet motioned to accept the resignation, Tera Nowicki seconded the motion. The **motion** passed unanimously.

Lease Agreement for Pollinator Garden – Communication issues between the City of Virginia, and contractor for the garden. The garden has been tabled until more information is provided.

Natural Harvest Employee Handbook – Outsourcing to HR Systems to revise both the Natural Harvest Employee Handbook and the Natural Harvest Board of Directors Handbook. Discrepancies in protocol and procedures, leading to contradictions in both. Additionally, the last revision of the handbooks occurred in 2018. A motion was made to outsource by Kyle Lynch, seconded by Suliman Syed, the **motion** carried.

Treasurer Report – Review of the checks and balances, additionally accounts payable, for the months of March, April, May and June of 2022.

Committee Reports

GM Evaluation Committee– The lead of the committee has resigned. The GM Evaluation and GM search committees merged.

Education Committee– No meeting took place.

Perpetuation Committee– No meeting took place.

GM Search Committee– Merged with the GM Evaluation committee.

Closed Session Meeting will be held adjourning.

Next Board Meeting

The next Board Meeting meeting will be held on Monday July 25th at 6:30PM in the Natural Harvest classroom.

Nick Renollet made a motion to adjourn at 6:26PM and Jennifer seconded it. The motion was approved.

A closed session was held after the meeting ended.

Respectfully submitted,

Tyler Krenz, Administrative Assistant and Owner