

Natural Harvest Food Co-op
August Board Meeting
August 23, 2022
Held at Natural Harvest Classroom

Board Members Present: Stephen Levchak, Kyle Lynch, Carly Antus Wilk, Raini Knaeble-Weiss, Dominic (Nick) Renollet, Tera Nowicki, *Sulaiman Syed

* Attended via Zoom audio

Staff Members Present: Interim General Manager, Lori Maki

Absent: Jennifer Krenz, Victoria Ruana

Call to Order – President Stephen Levchak at 5:05pm

Consent Agenda Items

7/25/22 Closed Session Minutes

July New Owners/Cancellations

C7 - Board Committee Principles

Nick made a motion to approve consent agenda items, Carly seconded. The motion carried.

July Meeting Minutes

Two mistakes were corrected to July meeting minutes. Carly made a motion to approve July meeting minutes with changes, Kyle Seconded. The motion carried.

GM Report

Lori shared that she brought Anja in to help with understanding budget changes. She states the current goal is to hold steady, not lose money. She noted that our large mortgage is under 1 million dollars for the first time.

Steve asked about the prospect of August. Lori reports two good weeks and then this previous week being slow.

Discussion about summer party. Increased sales of \$6,000 from typical Saturdays. Lori is considering doing another 10% off day, possibly in October.

B1 approval

Kyle made a motion, Carly seconded. Motion was approved.

New Business

B6 - Staff Treatment and Compensation

The new Employee Handbook was reviewed by the Board. This work had been done by an HR consultant to update this document and provide clear and concise language, as well as some other revisions. The tentative effective date of the Employee Handbook is September 1, 2022. To reflect these new changes, the Board also reviewed Board Policy B6 - Staff Treatment and Compensation. After discussion, it was decided to revise B6 so that it is aligned with the newly updated Employee Handbook. Nick motioned to approve the revision of B6 and Sully seconded. The motion carried.

C2 - The Board's Job

Discussion about board responsibilities and clarify the boards role. Lori asked for board support in offering clarification for staff. Board President, Stephen, will send an email to provide this clarification / reminder by September 1, 2022.

Shared Vision Discussion

Ideas brought up include: Implement monthly sales discounts, continuing hard work to hire and retain front end staff, Complete GM search - hire a GM and have Lori successfully back in her previous role as administrative assistant. Continue Round Up Program and having more classes. Ways to have more successful perpetuation.

Treasurer's Report

Tera reports the only activity for the month was board stipends.

Lori asked to be excused before the committee reports, there were no objections, Lori exited the meeting at 6:22pm.

Committee Reports -

GM Search / Evaluation Committee-

GM search committee reports having weekly phone / or video meetings. Reported the need to reach out to Melanie with Columinate to look into available services and costs. GM search will also plan to select committee chair person and notify the board. Raini volunteered to contact Melanie.

Sully exited the meeting at 6:34 .

Education Committee-

Discussed fall retreat. Will update the Education Committee charter.

Perpetuation Committee-

Nothing new to report

Next meeting date:

After discussion the board agreed to meet next month, Wednesday, September 21 @ 5:30pm.

Motion to adjourn the meeting at 6:45 - Nick motions, Kyle seconds. Meeting is adjourned.

Respectfully Submitted,

Raini Knaeble-Weiss
Board Secretary, Owner