

Natural Harvest Food Co-op
October Meeting Held Monday, Oct 25, 2022
Board of Directors Meeting
Held at Natural Harvest Classroom

Board Members Present: Stephen Levchak, Victoria Ranua, Raini Kneable-Weiss, *Tera Nowicki, Kyle Lynch, Nick Renollet, Jennifer Krenz, and *Carly Antus-Wilk

*Attended via Zoom

Absent: Sulaiman Syed and *IGMCM* Sandy Tardiff

Staff Members Present: *IGMCM* Duyen Do, *IGMCM* Margo Giese, and Grocery Assistant Tyler Krenz

**IGMCM*- Interim General Management Committee Member

Call to Order - President Stephen Levchak called the meeting to order 5.31pm

Consent Agenda Item

- 9/30/2022 Closed Session Minutes
- September New Owners/Cancellations
- C6 - Officers' Roles
- D4 - Monitoring GM Performance

Jennifer motioned to accept the consent agenda items, Nick seconded. the **motion** carried.

Approval of September Meeting Minutes

9/21/22 Board Meeting Minutes – A change in wording regarding **Board Compensation** was recommended. Additionally, two spelling errors were observed. The wording and errors will be edited by Tyler before publishing.

Raini motioned to accept the changes in the minutes, Carly seconded. The **motion** carried.

GM Reports

B - Global Executive Constraint - Miscommunication during GM transitional period. The reports will be tabled.

B8 - Board Logistical Support - Miscommunication during GM transitional period. The reports will be tabled.

Monthly Sales - The Sales Reports for the month of September were reviewed. The store experienced a *negative* 14.94% of growth in comparison to the previous September of 2021. Said negative percentage was due to a **power outage** in the first week of September. Which resulted in all items in the Refrigerated and Frozen Departments being culled. An Insurance claim is still in the works, most likely to be processed sometime later in the Fourth Quarter. Additionally, the Employee Retention Credit (a refundable tax credit designed for businesses who continued paying employees while shutdown due to the COVID-19 pandemic or had significant declines in gross receipts from March 13, 2020 to December 31, 2021.) was deposited on October 8th. Said deposits will help “cushion” and counterbalance the negative growth.

Store Happenings - The departments are all beginning to prepare for the holiday season. Employee and customer morale also seems to be on the upswing.

New Business

GM Succession Team - The transition from a singular Interim General Manager, to the Interim General Management Committee seems to be going smoothly. Previous General Manager Anja Parenteau has helped guide the *IGMC* in regard to submitting inventory numbers and other management tasks. Both Duyen and Margo are viewing the coming holiday season with positivity.

Microgrant update/planning - Preparing for applicants, the Department Managers of Grocery, Produce, and Wellness are being encouraged to contact all local vendors, preferably within a 250 mile radius of Natural Harvest. The possibility of opening applications to “startups” who would hopefully be future vendors to Natural Harvest was also discussed. The tentative time period to

accept applications will stretch from December 1st of 2022, to April 1st of 2023. Applications for the Microgrant Program can be found under the Community tab of the Natural Harvest website.

Access Program - Carly Antus-Wilk suggested, to attract new members, pursuing the possibility of creating a program, similar to the Duluth Co-ops "*Access Discount Program*". Said program will provide a 10% discount to **select** items, to certain **owners** who qualify. There are multiple ways to qualify. Discussing the implementation with the Duluth Co-ops was also discussed, including any challenges that come up during said implementation in the Duluth locations.

Treasurer's Report - Review of the checks and balances, additionally accounts payable. The Board Budget for November was also discussed.

Committee Reports

GM Evaluation - The Committee Charter was updated. Review of the performance of a GM is still on hold while waiting for applicants.

Education - *No meeting was held.* But, a suggestion of reviewing online modules, accessible through Columinate was discussed.

Perpetuation - *No meeting was held.*

GM Search - As of this meeting there are three potential candidates for the position of General Manager. The third party recruiter will be searching the Twin Cities area for more possible applicants. Interviews will be tentatively scheduled sometime in November. Ideally, the position will be filled by February of 2023.

Newsletter Article - Victoria Ranua will be writing the Boards Article in the upcoming winter addition of newsletter, "*The Harvest Beet*".

Next Board Meeting

The next Board Meeting meeting will be held on Wednesday, Nov 30th at 5:30PM in the Natural Harvest classroom.

Kyle Lynch made a **motion** to adjourn at 6:44 PM and Nick Renollet seconded it. The **motion** was approved, and the meeting was **adjourned**.

Respectfully submitted,

Tyler Krenz, Grocery Assistant and Owner