

**Natural Harvest Food Co-op**  
**November Meeting Held Wednesday, Nov 30th, 2022**  
**Board of Directors Meeting**  
**Held at Natural Harvest Classroom**

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

\*Attended via Zoom

**Absent:** Tera Nowicki and Sulaiman Syed

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

\**IGMCM*- Interim General Management Committee Member

**Call to Order** - President Stephen Levchak called the meeting to order 5.36pm

**Consent Agenda Item**

- 10/25/22 Board Meeting Minutes
- October New Owners/Cancellations
- C3 - Agenda Planning
- D1 - Unity of Control

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

**GM Reports**

**B1 - Financial Condition - 3rd Qtr 2022 -**

***Profit & Loss Budget vs Actuals*** - Profit & loss for October was sent to the board by mistake. 3rd Quarter financials will be sent out soon for review.

***Balance Sheet 3rd Quarter*** - The net sales growth for the 3rd Quarter was negative, the key cause, most likely due to nationwide inflation. Additionally, the net income of Natural

Harvest was boosted considerably from the deposit of the Employee Retention Credit from the IRS.

Nick motioned to accept the B1 Financial Condition with the exception of sales growth not being met, Carly seconded the **motion** carried.

**Monthly Sales Chart** - A *negative* net sales growth of 7.26% was observed for the month of October.

**Store Happenings** - On the upswing, both the new Front End and Deli Managers, hired back in September, seem to have comfortably settled into their respective positions. Sample Saturdays are going well too.

### **New Business**

**GM Succession Team Compensation Approval** - The financial compensation for the additional workload taken on by all three Interim General Management Team members was agreed upon between the three. A vote was taken by the board for approval. It was unanimously approved.

Kyle motioned to accept approval of the compensation, Raini seconded, the **motion** carried.

**Generator Feasibility Update** - Contact was made with an independent contractor to estimate a possible location and cost for a generator for Natural Harvest, and a quote for around \$100,000 was given. There are grants and various other financial aids to attempt to offset the cost, but not completely cover. However the validity of having the generator was brought into question. Insurance adequately covered the loss incurred by a two day power outage in September of 2022. Additionally, the frequency at which extended power outages occur in the city of Virginia are no cause for concern. Instead, a revision of an emergency plan/response in the case of power outages was suggested.

**Microgrant Planning Update** - Donations and store contributions for the Microgrant reached a total of \$2,000.00. The application process is still being revised.

**2023 Board Calendar Review** - Tentative timeline, given that the General Manager position has not yet been filled. The topic of implementing more Class A Shares for ‘New Owners’ has been postponed to be discussed at the next meeting.

**2023 Board Budget Approval** - The treasurer was **absent**, and no budget was presented. The topic will be postponed until the January Meeting.

**2022 Financial Review vs Financial Audit** - It was agreed that an audit should take place after the hiring of a new General Manager, during the year of 2023.

**Schedule 2023 Annual Meeting Date** - The **tentative** date and time of April 27, 2023, 5:30pm to 6:00pm has been suggested. Taking place at the Elks Lodge in Virginia, and catered by Natural Harvest’s Deli.

**Treasurer's Report** The treasurer was **absent**.

## **Committee Reports**

**GM Evaluation** - *No meeting was held.*

**Education** - A possible orientation for committee members. Still in the planning process.

**Perpetuation** - The idea of having a table of board members in the store to promote being a board member. Additionally, outreach to specific owners by staff is encouraged. The possibility of the Board holding ‘Social Events’ in the classroom is also on the table.

**GM Search** - Only one interviewee has made it to the final interview process so far. Said interviewee has a tentative final interview date.

**Next Meeting Date** The next Board Meeting meeting will be held on Wednesday, Jan 25th at 5:30PM in the Natural Harvest classroom.

A **closed session** will be held after the meeting is concluded pertaining to the Employee Retention Credit received by the store.

Kyle Lynch made a **motion** to adjourn at 7:00 PM and Nick Renollet seconded it. The **motion** was approved, and the meeting was **adjourned**.

Respectfully submitted,

Tyler Krenz, Grocery Assistant and Owner